



## 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: September 8, 2022**

**EXPIRATION: September 8, 2023**

Noah Shannon and Katie Zaneccchia  
237 West St.  
Fort Collins, CO 80521

Dear Property Owner:

This letter provides you with confirmation that the proposed changes to your designated Fort Collins landmark property, the Sondburg House, Garage, & Chicken Coop at 237 West St. 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) New porch railing – 1.5” pipe, powder-coated cardinal green

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 can be reached at [yjones@fcgov.com](mailto:yjones@fcgov.com) or at 970-658-0263.

Sincerely,

Yani Jones  
Historic Preservation Planner

<b>Applicable Code Standard</b>	<b>Summary of Code Requirement and Analysis (Rehabilitation)</b>	<b>Standard Met (Y/N)</b>
<b>SOI #1</b>	<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><b>This project will not change the residential use of the property.</b></p>	<b>Y</b>
<b>SOI #2</b>	<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><b>Materials, features, spaces, and spatial relationships characteristic to the property will not be impacted by this project.</b></p>	<b>Y</b>
<b>SOI #3</b>	<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> <p><b>Although a railing will be added, it is compatible in design and color with an existing railing on the property and is necessary for safety; it does not create a false sense of history by replicating a feature from a different historic property.</b></p>	<b>Y</b>
<b>SOI #4</b>	<p><i>Changes to a property that have acquired historic significance in their own right will be retained and preserved.</i></p>	<b>N/A</b>
<b>SOI #5</b>	<p><i>Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.</i></p> <p><b>This project will not destroy historic materials or other historic elements.</b></p>	<b>Y</b>
<b>SOI #6</b>	<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>	<b>N/A</b>
<b>SOI #7</b>	<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>	<b>N/A</b>
<b>SOI #8</b>	<p><i>Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</i></p>	<b>N/A</b>

<b>SOI #9</b>	<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> <p><b>The new railing will not destroy historic material and is compatible with the property; it matches an existing rail an exterior stair.</b></p>	<b>Y</b>
<b>SOI #10</b>	<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> <p><b>The new railing could be removed in the future without damaging the historic residence or its environment.</b></p>	<b>Y</b>



## 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.

<b>Feature A Name:</b>	
Describe property feature and its condition:	Describe proposed work on feature:

<b>Feature B Name:</b>	
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.

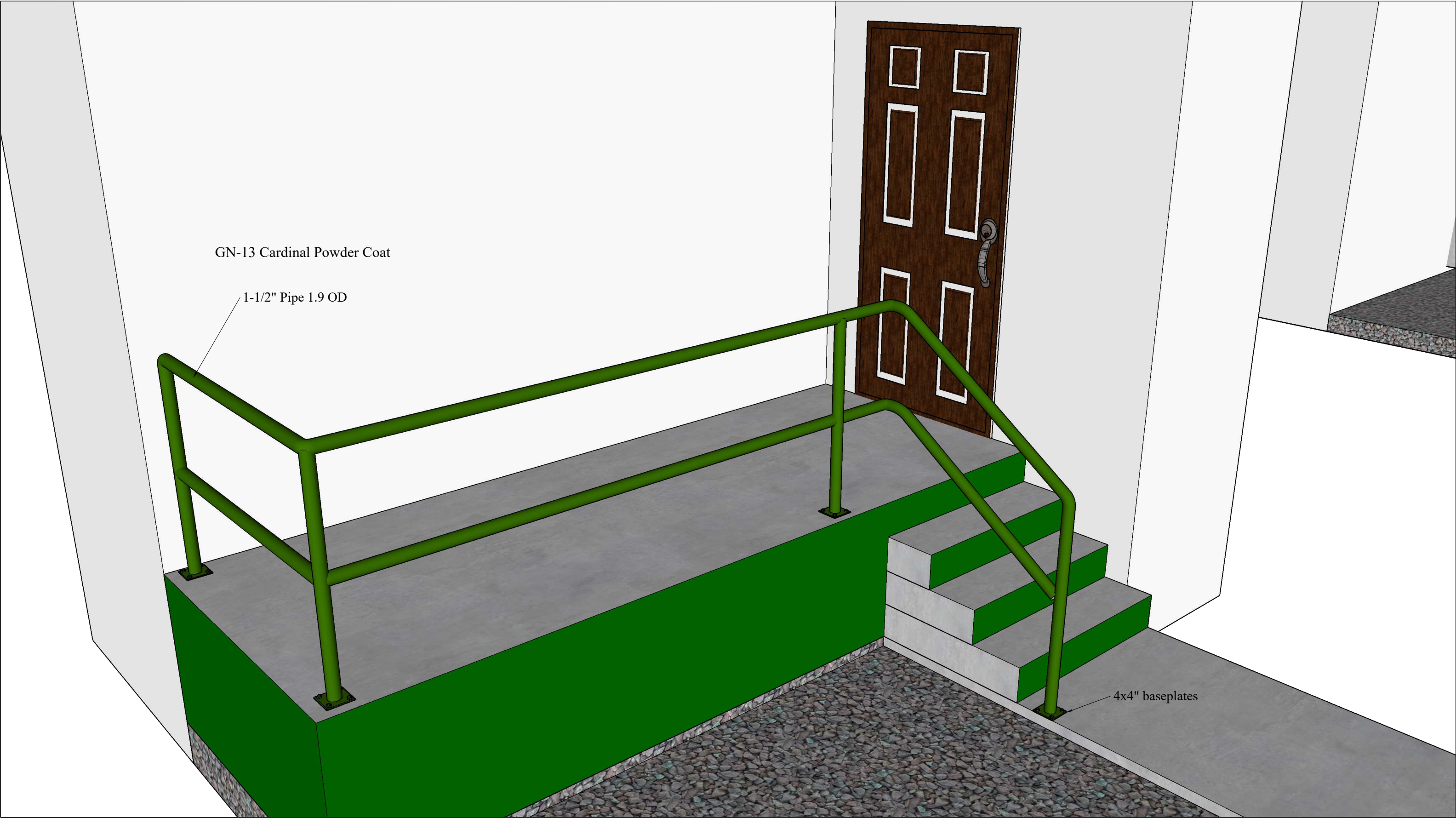
Partial demolition could include scopes such as taking off existing rear porches to create space for a new addition or removing an existing wall or demolishing a roof. If you are taking away pieces of the existing residence, you are likely undergoing some partial demolition.



\_\_\_\_\_  
Signature of Owner

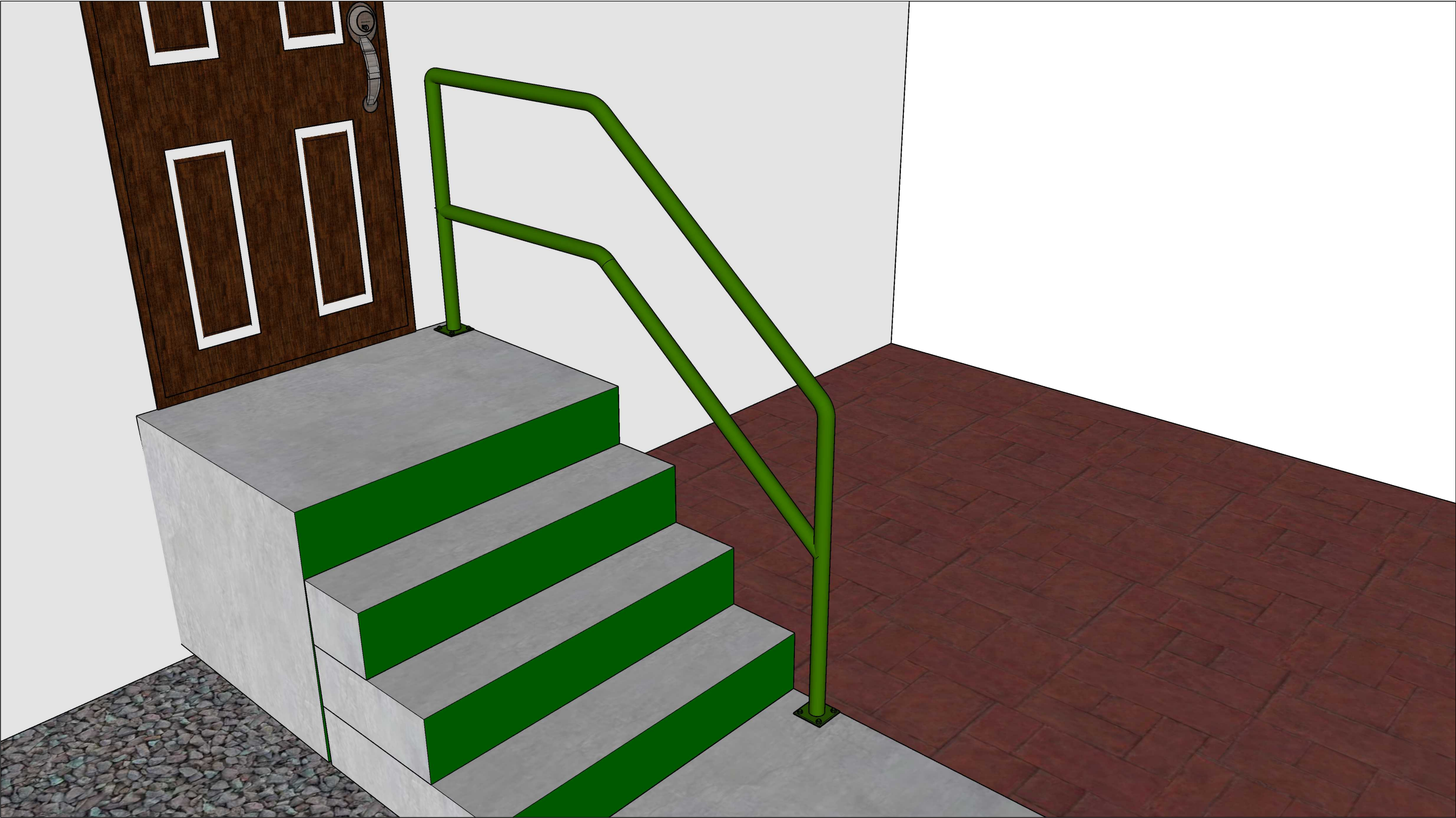
\_\_\_\_\_  
Date





Project Example		ALL TOLERANCES UNLESS OTHERWISE NOTED: +/- 1/16" +/- 0.5 °		THE INFORMATION CONTAINED HEREIN IS THE PROPERTY OF HUEBER INDUSTRIES LLC. THE POSER AGREES TO MAINTAIN THIS DOCUMENT IN CONFIDENCE, NOT TO REPRODUCE, COPY, REVEAL, OR PUBLISH IN WHOLE OR IN PART. HUEBER INDUSTRIES LLC ALL RIGHTS RESERVED. HUEBER INDUSTRIES AND THE HUEBER INDUSTRIES LOGO ARE TRADEMARKS OF HUEBER INDUSTRIES LLC, REGISTERED IN THE USA AND OTHER COUNTRIES.	
237 West Street Front Step Railings		DRAWN BY: Dillon Nafziger	JOB #: DN2792-22		
				September 6, 2022	A





Project Example		ALL TOLERANCES UNLESS OTHERWISE NOTED: +/- 1/16" +/- 0.5 °		THE INFORMATION CONTAINED HEREIN IS THE PROPERTY OF HUEBER INDUSTRIES LLC. THE POSOSOR AGREES TO MAINTAIN THIS DOCUMENT IN CONFIDENCE, NOT TO REPRODUCE, COPY, REVEAL, OR PUBLISH IN WHOLE OR IN PART. HUEBER INDUSTRIES LLC ALL RIGHTS RESERVED. HUEBER INDUSTRIES AND THE HUEBER INDUSTRIES LOGO ARE TRADEMARKS OF HUEBER INDUSTRIES LLC, REGISTERED IN THE USA AND OTHER COUNTRIES.	
237 West Street Front Step Railings		DRAWN BY: Dillon Nafziger	JOB #: DN2792-22		
				September 6, 2022	A 01



























