



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

fcgov.com/historicpreservation

CERTIFICATE OF APPROPRIATENESS – Minor Alteration

ISSUED: January 19, 2023

EXPIRATION: January 19, 2024

City of Fort Collins
c/o Melanie Royalty, Transfort/Parking Services
PO Box 580
Fort Collins, CO

Dear Property Owner:

This letter provides you with certification that proposed work to your designated Fort Collins landmark property, the Colorado & Southern Depot and Docks at 250 N. Mason St. has been approved 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:

- Doorbell installation for northeast door on non-historic metal door/window frame

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 work beyond that indicated in your permit application/correspondence requires additional approval.

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 approval, or if I may be of any assistance, please do not hesitate to contact me. I can be reached at yjones@fcgov.com or at (970) 224-6045.

Sincerely,

Yani Jones
Historic Preservation Planner

Yani Jones

From: Jim Bertolini
Sent: Wednesday, January 18, 2023 3:25 PM
To: Historic Preservation
Cc: Melanie Royalty
Subject: FW: Electronic Doorbell at Downtown Transit Center

Melanie,

Thanks for checking in – that’s a pretty automatic approval on our end since that metal entry on the northeast is not historic material. Our primary concern with doorbells, signs, light fixtures, etc., on historic masonry buildings is to put anchor screws/bolts into the mortar joints instead of brick faces, which doesn’t seem to apply here. I think you’re fine in this case but if you’d prefer to have a Certificate of Appropriateness to cover any Municipal Code 14 concerns, please let us know and we’ll get that issued (I’ve copied our general inbox so you get a faster response). Cheers!

JIM BERTOLINI

Pronouns: he/him/his
Senior Historic Preservation Planner
Community Development & Neighborhood Services
281 North College Avenue
970-416-4250 office
jbortolini@fcgov.com

From: Melanie Royalty <mroyalty@fcgov.com>
Sent: Tuesday, January 17, 2023 11:42 AM
To: Jim Bertolini <jbortolini@fcgov.com>
Subject: Electronic Doorbell at Downtown Transit Center

Hello Jim,

We've had some issues with missing packages or deliveries at the Downtown Transit Center. We have an electronic doorbell system that we use at the CSU Transit Center that I was thinking of bringing over. I just want to make sure that it is allowed for me to fix this electronic doorbell to the exterior of the Northeast door. I would be putting it on the right side of the metal trim of the door. Due to the buildings historical status, I wanted to get your opinion and make sure it is ok to move forward with this.

Thank you,
Melanie Royalty

[she/her/hers](#)

Customer Support Supervisor
Transfort/Parking Services

[City of Fort Collins](#)

250 N. Mason St.

970-221-6620 office

mroyalty@fcgov.com

DELIVERIES
ACCEPTED HERE
8:00am-4:30pm
PLEASE CALL
970-416-2417
We will meet you

NO SMOKING
ANYWHERE
ON PREMISES

Employee Entrance Only

DELIVERIES
PLEASE CALL
970-416-2417
We will meet you
at this door