



## 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  
AND  
LANDMARK REHABILITATION LOAN AWARD NOTICE  
ISSUED: May 25, 2023  
EXPIRATION: May 25, 2024**

Lori Thompson  
623 Mathews St.  
Fort Collins, CO 80524

Dear Property Owner:

Congratulations! We are pleased to inform you that your proposed project for which you applied for Landmark Rehabilitation Loan funding has been approved and awarded. This letter provides you with confirmation of Loan funding and that the proposed changes to your designated Fort Collins Landmark property 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.

The following work elements have been reviewed and approved, as more particularly described in the analysis table and attached application materials:

- 1) Removal and replacement in-kind of portions of rotted porch decking (3 boards)
- 2) Replacement of rotting porch railing bases with fiberglass bases
- 3) Sanding, priming, refinishing, repainting of porch decking and railing
  - a. *Condition of Approval: Surface preparation should be low abrasion (e.g., no sandblasting or other highly abrasive methods that could damage the wood materials), including light sanding. Please also be advised that if the existing paint is oil-based, an oil-based primer must be used before applying either an oil-based or latex paint. Any paint applied should be vapor permeable.*

### Loan Funding Information

You have been approved for City Landmark Rehabilitation Loan Funding for up to \$1,817 to support the qualified work items included in your application for the program related to this Certificate. Historic Preservation staff will follow up with you for any additional necessary details about project timeline, signing loan documents, or loan closing.

### Project Approval

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 can be reached at [preservation@fcgov.com](mailto:preservation@fcgov.com), or 970-224-6078.

Sincerely,

Yani Jones  
Historic Preservation Planner

Applicable Code Standard	Summary of Code Requirement and Analysis (Rehabilitation)	Standard Met (Y/N)
SOI #1	<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 does not impact the residential use of the property.</b></p>	Y
SOI #2	<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>This porch rehabilitation project ensures that the historic character of the property will be retained because it does not include removal of distinctive materials and does not alter the porch in ways that changes its character.</b></p>	Y
SOI #3	<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>	N/A
SOI #4	<p><i>Changes to a property that have acquired historic significance in their own right will be retained and preserved.</i></p>	N/A

SOI #5	<p><i>Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.</i></p> <p><b>The removal of original materials will be minimized to include only the few decking boards and other elements of the porch railing bases so rotted or deteriorated that they must be replaced.</b></p>	Y
SOI #6	<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> <p><b>The small number of deteriorated porch boards will be replaced in kind. The handrail post's rotted trim and caps will be replaced in the original style as well. A fiberglass material is an appropriate option in this case for the handrail post base to reduce risk of rotting in the future due to moisture at the ground level.</b></p>	Y
SOI #7	<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> <p><b>The surface preparation for the deck and railing painting should be low-abrasion, including light sanding rather than more damaging methods like sand-blasting, which can cause damage to wooden materials. This has been noted on Page 1 as a condition of approval.</b></p>	Y
SOI #8	<p><i>Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</i></p>	N/A
SOI #9	<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>	N/A
SOI #10	<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>	N/A



**Landmark Rehabilitation Loan  
2023 Program Application**  
*Applications Accepted: February 14 - November 17, 2023*

**Applicant Information**

Lori Thompson	970-581-9158	970-581-9158
Applicant's Name	Daytime Phone	Evening Phone
623 Mathews Street Fort Collins		CO 80524
Mailing Address (for receiving loan-related correspondence)		State Zip Code
lorithompson623@comcast.net		
Email		

**Property Information**

Lori Thompson	623 Mathews Street
Owner's Name(s) (as it appears on the Deed of Trust)	Landmark Property Address

**Project Description**

Total Project Cost:	<u>\$3635.00</u>	Project Start Date:	<u>June 25, 2023</u>
Loan Requested (up to)	<u>\$1817.00</u>	Project Completion	<u>July 15, 2023</u>
Match (50% or more of total):	<u>\$1817.00</u>		

WilderWorks	wilderworksfoco@gmail.com	303-261-2255
Contractor Name	Address	Phone
(if you have additional contractors list them below)		

Check if some of all of work is to be completed by owner

*Provide a summary of your project with the project elements and costs of each element. Project elements should be consistent with the attached Design Review Application.*

Project Element	Project Cost
1. Removal & Replacement of portions of rotted front porch decking	Included
2. Replacement of rotting Porch Railing Bases (w/ fiberglass bases)	\$2400.00
Refinishing & Painting by Foothills Painting:	
3. Replace 3 Porch Decking Boards	\$235.00
4. Sand/Prime/Refinish/Repaint Porch Decking & Railing	\$1000.00

## Assurances

The Owner and Applicant hereby agree and acknowledge that:

- A. Loan recipients agree to supply at least an equal match to the requested loan amount.
- B. Funds received as a result of this application will be expended solely on described projects and must be completed within established timelines and without making unapproved changes to the scope of work or the contractors associated with the loan application.
- C. The subject structure must have local landmark designation or be a contributing structure in a local landmark district.
- D. Loan funds may be spent only for exterior rehabilitation of the structure, except as specifically allowed in the Landmark Rehabilitation Zero-Interest Loan Program Guide (2023).
- E. Matching funds may be spent for exterior rehabilitation/stabilization of the property, interior structural work, and/or the rehabilitation of electrical, heating or plumbing systems, including fire sprinkler systems in commercial buildings.
- F. Neither loan monies nor matching funds may be spent for the installation of or rehabilitation of signage, interior rehabilitation or decorations, building additions, or the addition of architectural or decorative elements which were not part of the original historic structure.
- G. All work must comply with the standards and/or guidelines of the City and the United States Secretary of the Interior for the preservation, reconstruction, restoration or rehabilitation of historic resources.
- H. Loan recipients must submit project for design review by the Historic Preservation Commission or Staff and receive approval for loan funding before construction work is started.
- I. All work approved for loan funding must be completed even if partially funded through the Landmark Rehabilitation Loan Program.
- J. Loan recipients will receive disbursement of loan funds after all work has been completed and approved, receipts documenting the costs of the work have been submitted to the City, and physical inspection has been completed by the City.
- K. Loan recipients agree to place a sign, provided by the City, on the property stating that the rehabilitation of the property was funded in part by the City's Landmark Rehabilitation Loan Program for the duration of the rehabilitation work.
- L. The award and disbursement of this loan shall be governed by the provisions of the ordinance of the Council of the City of Fort Collins establishing the Landmark Rehabilitation Loan Program as an ongoing project of the City.
- M. The owner agrees to maintain the property after rehabilitation work has been completed.
- N. Loans are provided at zero percent interest. Upon successful completion and inspection of the project, loan recipients will be required to sign a Promissory Note and Deed of Trust to secure loan funds. Repayment will be required upon sale or transfer of the property, except for public and non-profit projects which are required to repay the loan within 5 years.
- O. Loans may be subordinated in second position below the property's mortgage. Subordination below second position will require the owner to demonstrate that the equity in the property exceeds its debt.

\_\_\_\_\_  
Signature of Applicant (if different than owner)

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

\_\_\_\_\_  
Date

5/19/20

\_\_\_\_\_  
Date

- **Application timing** – The remaining 2022 funds are first-come, first-served starting October 3 (Monday). For anyone that gets a qualifying application in after we've exhausted these funds, we'll roll your application over to our 2023 round automatically. The application is downloadable [HERE](#).
- **Suggested Scope** – My suggested scope for the work that we talked through is as follows (in order of priority):
  1. Isolated removal of rotted portions of tongue-and-groove decking on the front porch by the front stair; replacement in-kind with matching tongue-and-groove.
  2. Inspection of porch roof beam and possible addition of strap or anchor bolts at the existing joint to arrest sagging.
    - *Side note: it's possible there's a mortise-and-tenon joint there under the paint; those are usually pretty strong but if there's some water damage at that location, which it looks like there is, the tenons might be failing.*
  3. Replacement of rotting porch railing bases (at base of front stair and potentially at top of front stair) with matching, fiberglass bases.
  4. Refinish/repaint porch decking
    - *Note: Various wood putty/filler products will work to fill gouges or isolated areas of rot, but avoid waterproof deck sealers – wood siding & decking needs to "breathe" and release moisture; see painting notes below*
  5. Repair and/or replacement in-kind of beadboard porch ceiling on north end.
  6. General notes on repainting
    - Surface preparation should be low/no-abrasion, with light sanding at the most.
    - Primer, where needed, should generally be oil-based; paint itself should be oil-based or a vapor-permeable latex (or other vapor-permeable product); any paint over wood needs to be vapor-permeable to allow the wood to release moisture after major rain/snow melt events.
- **Potential contractors** – As discussed, you're free to use any contractor you'd like. The folks that we've worked with in the past on this kind of project include Empire (Kevin Murray) and Maycroft (Gene Maycroft and sons) who you've hired before, as well as a new contractor who did an almost identical project to yours at 1019 W. Mountain this summer (Justin Bernhardt/WilderWorks). Here's contact info for those folks along with others that have done preservation work in the past:

Murray	Kevin	Empire Carpentry	P.O. Box 245	Bellvue, CO 80512	970-493-3411
Hmielak	Ray	Ray's Construction & Remodeling		Fort Collins, CO	970-631-9011
Leibl	Jim	Stile and Rail Construction	5808 Timberline	Fort Collins, CO 80528	970-223-3111
Marder	Randell	R.M. Design & Construction Inc.	PO Box 1122	Elizabeth, CO 80107	303 646 3411
Carlson	Andy	A&M Renovations, LLC			
Kechter	Shelley		3760 Kentford Road	Fort Collins, CO 80525	970-204-1411
		Spectrum General Contractors	5135 E 38th Avenue	Denver, CO	303 329 8011
Bernhardt	Justin	WilderWorks			303-261-2211

COA WILDER  
 WILDERWORKS  
 1019 W. MOUNTAIN  
 FORT COLLINS, CO 80521  
 970-261-2211  
 www.wilderworks.com



*"The City of Fort Collins is an organization that supports equity for all, leading with race. We acknowledge the role of local government in helping create systems of oppression and racism and are committed to dismantling those same systems in pursuit of racial justice."*

On 10/13/2022 12:54 PM Justin Bernhardt <[wilderworksfofo@gmail.com](mailto:wilderworksfofo@gmail.com)> wrote:

Hi Lori! Wonderful to meet you last week! Thanks for inviting me to take a look at your porch project.

Just a quick recap on what we discussed... We talked about your project as two separate work pieces. The first piece being repairs to your stair handrail posts and the second being an exploration under the disturbed ceiling coverings and porch beam fascia to determine the extent of damage.

1. The handrail post repairs would include the installation of two new concrete riser blocks under both posts. Height of the riser blocks would be greater than grade of adjacent planting areas. Attempting to salvage and refurbish as much original material as possible. I'll secure the posts to the new foundation blocks and replace the rotted trim and caps in the original style. Additionally, I'll raise the height of the handrail a few inches in order to address improper moisture drainage at post and rail connection points. Completed work will meet the Fort Collins's Historical Society standards.

Estimate for completion of work (time and materials) = \$2,400

2. Damage investigation will include removal of fascia boards on carrying beam around visible "sagging" and the removal of porch ceiling "bead-board" back to adjacent joists, in line with the beam "sag". Evaluation of damage and an appropriate repair plan will be discussed before moving forward. A follow up cost estimate will be provided when a repair plan is finalized. At minimum, I'll cover the exploratory cut-aways with "like" materials and in a manner appropriate for the repair plan and timeline you decide.

Estimate for labor only (materials will be an additional cost) = \$1,080

These estimates do not include painting.

Tentatively, I could begin work Monday November 28th.

Thanks for considering me for your projects. I look forward to hearing from you! Please feel free to text or call if you have any questions.

Best,  
Justin

# PAINTING ESTIMATE

1730 S College Ave. Suite 305  
Fort Collins, CO 80525  
970-286-0060

**FOOTHILLS**  
PAINTING

NAME: Lori Thompson

COMPANY:

ADDRESS: 623 Mathews St. Fort Collins, CO 80524

PHONE NUMBER: 970-581-9158

DESCRIPTION: sand, prime, paint front porch. 6x23ft.= \$1000

3 boards need replaced=\$235

MATERIALS: Price includes materials

LABOR: 10hrs

ESTIMATE: \$1,235

Please sign, date and return this in order for us to schedule your project

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payment due upon completion of job.

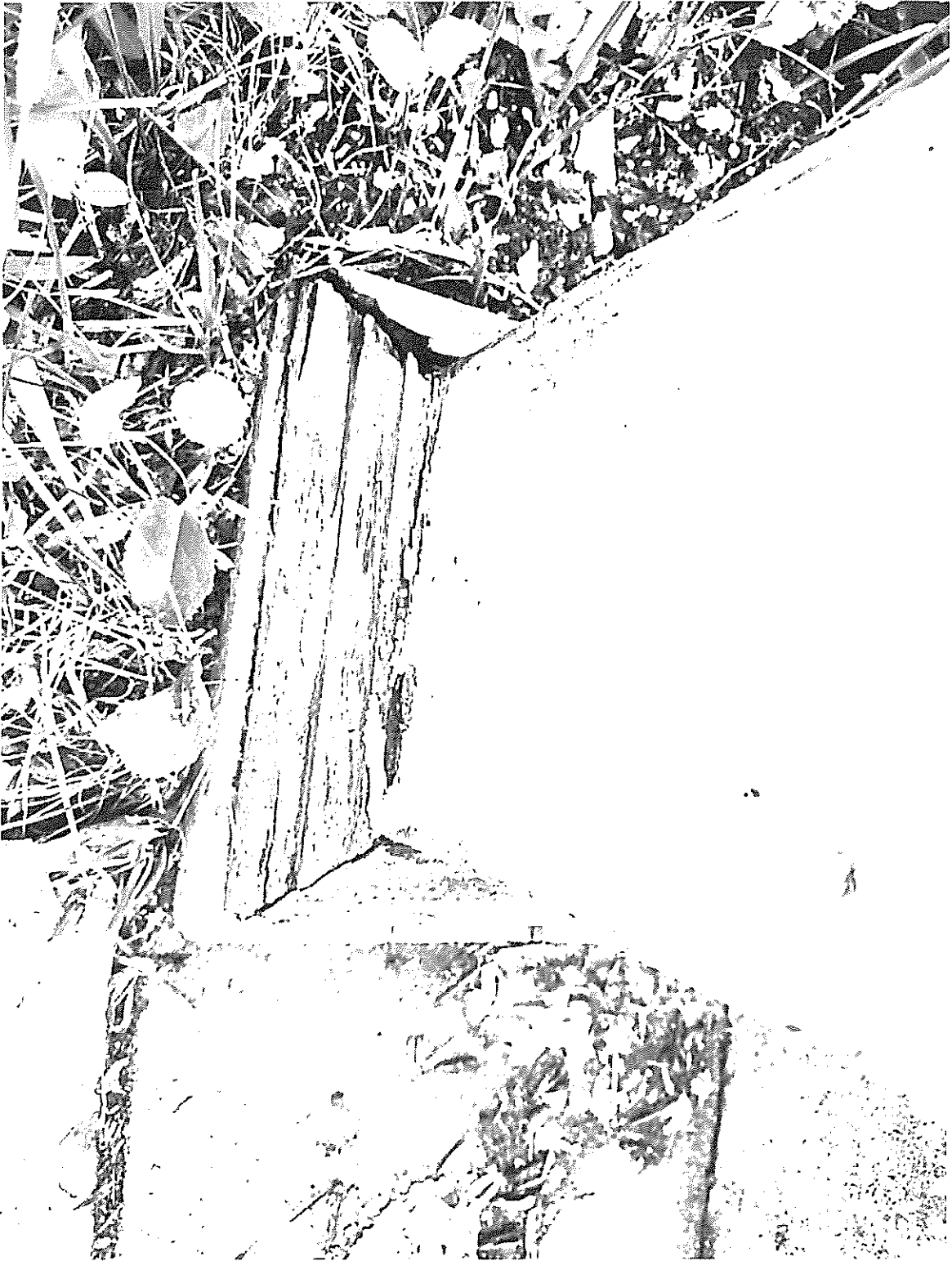


923 Matthews  
Front Porch  
restoration/repairs  
project

623



623 Mathews St. Porch Railing base



693 Matthews St.  
Porch decking boards - to be  
replaced



# 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).*



## 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 Applicant

\_\_\_\_\_  
Date





623

623







