



## 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: March 12, 2021  
EXPIRATION: March 12, 2022**

Charles & Jeanne Shoaff  
323 E. Magnolia Street  
Fort Collins, CO 80524

Dear Mr. and Mrs. Shoaff:

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.

- 1) Restore exterior brickwork and repair front concrete steps
- 2) Paint exterior woodwork, stucco, and window/door trim
  - a. *Condition: Surface preparation and/or lead paint abatement should limit abrasion/damage to the underlying wood features.*

### Loan Funding Information

You have been approved for City Landmark Rehabilitation Loan Funding for up to \$7,500 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 may be reached at [jbertolini@fcgov.com](mailto:jbertolini@fcgov.com), or 970-416-4250.

Sincerely,

Jim Bertolini  
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>The property will remain in residential use.</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>Both project elements are repairs of existing features. The overall historic character of the property will be retained as a result of the project.</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> <p><b>Project is repair-focused – no alterations proposed.</b></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> <p><b>Project is repair-focused on character-defining features.</b></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>Project is repairing/restoring the historic brick and front steps, and painting wood and stucco historic features. Painting of wood features is an important periodic maintenance item to conserve historic carpentry; repointing masonry is also an important periodic maintenance item for brick buildings.</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>Two of the front entry concrete risers are deteriorated beyond repair. The concrete will be removed and replaced in-kind consistent with National Park Service Preservation Brief 15, <i>Preservation of Historic Concrete</i>.</b>  <a href="https://www.nps.gov/tps/how-to-preserve/briefs/15-concrete.htm">https://www.nps.gov/tps/how-to-preserve/briefs/15-concrete.htm</a></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>Mortar repointing will be conducted following a mortar analysis consistent with National Park Service Preservation Brief #2, <i>Repointing Mortar Joints in Historic Masonry Buildings</i>.</b>  <a href="https://www.nps.gov/tps/how-to-preserve/briefs/2-repoint-mortar-joints.htm">https://www.nps.gov/tps/how-to-preserve/briefs/2-repoint-mortar-joints.htm</a></p> <p><b>Repainting appears to be consistent with National Park Service Preservation Brief #10, <i>Exterior Paint Problems on Historic Woodwork</i>. Surface preparation appears to be lightly abrasive and should result in no damage to underlying wood features of the historic property.</b>  <a href="https://www.nps.gov/tps/how-to-preserve/briefs/10-paint-problems.htm">https://www.nps.gov/tps/how-to-preserve/briefs/10-paint-problems.htm</a></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



## 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

Charlie Ferrie and Jeanne Shoaff	970-231-3847	same
Applicant's Name	Daytime Phone	Evening Phone
323 E Magnolia St., Fort Collins, CO 80524		
Mailing Address (for receiving application-related correspondence)	State	Zip Code
jeanneshoaff@comcast.net		

Email

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

N/A		
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.

Restore exterior features of the building including brickwork, front entrance steps and paint.

We intend to have the project completed by late fall 2021, weather permitting.

Fall 2021, weather permitting, completion.

See attached scope of work and contractor quotes.

### 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>	
<p>Describe property feature and its condition:</p> <p>Exterior brickwork: Mortar cracks and missing mortar, and overweathered brickwork.</p>	<p>Describe proposed work on feature:</p> <p>Conduct a mortar analysis from a small sample of the original historical mortar. Create a mortar recipe using the ratio of aggregates to binders and pigments to ageing hue found in the mortar sample. Repair and restore any damaged and over weathered brick aswell as tuckpoint any failed mortar joints on all exterior brickwork using the mortar analysis recipe.</p>
<b>Feature B Name:</b>	
<p>Describe property feature and its condition:</p> <p>Entrance steps: lower steps are crumbling.</p>	<p>Describe proposed work on feature:</p> <p>Remove and dispose of failed concrete steps, build braced wooden framework, and set the concrete form. Pour approximately 2 cy. of concrete, finish all exposed concrete surfaces including unforming and finishing the tread risers after the initial casting has set.</p>
<p>Feature C Name:</p> <p>Exterior paint: Peeling, faded and dirty.</p>	<p>Describe proposed work on feature:</p> <p>Paint all exterior woodwork, trim and stucco including thorough surface prep in accordance with lead paint abatement practices, full coat of durable primer and paint on all non-brick surfaces.</p>

Use Additional Worksheets as needed.

## PROPOSED SCOPE OF WORK

Exterior Restoration of 323 E Magnolia St., Fort Collins, CO

We are requesting a loan of \$7,500 for our project totaling \$19,612.09. We have secured \$12,112.09 in matching funds from our own savings.

The purpose of this project is to restore the exterior features of our historic landmark home, including the brickwork, front porch, entrance steps and exterior paint. We propose to hire Maycroft Construction to repair and restore any damaged and over weathered brick as well as tuckpoint any failed mortar joints on all exterior brickwork and to repair the concrete entrance steps. VIVAXPros has provided the quote for the painting for the purpose of this application. We are hoping to get a second quote before selecting the contractor for the paint project, but because of existing lead paint due to the age of the building we are having difficulty finding qualified contractors.

The exterior paint design will maintain the current white color on the porch columns, roof rafter tails and window trim. Windows and screen/storm windows and doors, roof gable fascia on front and east side and the attic window will be changed from existing green to dark blue to closely match the dark blue brick details seen on the front and sides of the porch and chimney. Stucco areas under the front and east side gables will be changed to a contrasting light tan to highlight the white rafter rails and wood trim.

**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.

Jeanne Sharff  
Signature of Applicant

2/15/2021  
Date





SHOAF-FERRIE\_NORTH



SHOAF-FERRIE\_WEST (from front)





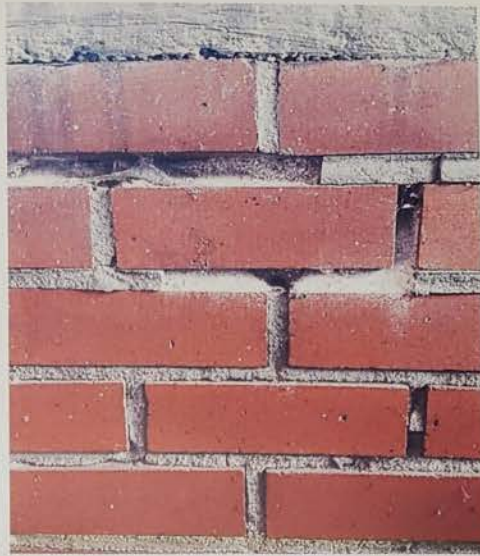
SHOAF-FERRIE\_SOUTH



SHOAF-FERRIE\_EAST (from rear)



SHOAF-FERRIE\_PORCH DETAIL 1



SHOAF-FERRIE\_PORCH DETAIL 2



SHOAF-FERRIE\_PORCH DETAIL 3



SHOAF-FERRIE\_PORCH DETAIL 4



SHOAF-FERRIE\_ENTRANCE STEPS



SHOAF-FERRIE\_PAINT CONDITION 1



SHOAF-FERRIE\_PAINT CONDITION 2



SHOAF-FERRIE\_PAINT CONDITION 3



Playas de Cancun  
N25  
N-W25<sup>u</sup>

Linen  
W6  
CW-W6

36-5  
36B-6<sup>4</sup>  
Evening Calm  
36B-7<sup>4</sup>  
Midnight Oil