



Historic Preservation Services
Community Development & Neighborhood Services
281 N. College Ave.
Fort Collins, CO 80524
970.224.6078
preservation@fcgov.com
fcgov.com/historicpreservation

**CERTIFICATE OF APPROPRIATENESS
AND
LANDMARK REHABILITATION LOAN AWARD NOTICE
ISSUED: September 12, 2024
EXPIRATION: September 12, 2025**

Jody Elston and Christopher Orton
723 W. Olive St.
Fort Collins, CO 80521

Dear Property Owners:

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) Replacement of existing upper gable-end siding with stained cedar shingles to match 1948 historic photo

Loan Funding Information

You have been approved for City Landmark Rehabilitation Loan Funding for up to \$5,725 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, 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>This project will not alter the residential use of this historic home.</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>The Parsons/Morgan House at 723 W. Olive St. was designated as a Fort Collins Landmark for its architecture, as a good example of a Bungalow, including the attached garage on the southwest corner of the building. The existing siding on the house and garage is non-historic, and this project would restore a historic building element seen in the attached 1948 Tax Assessor photo, the gable-end wood shingles, which would enhance the historic character of the property. This Standard is met.</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>The architectural element being added, the stained ribbon-coursed gable-end shingles, are not a conjectural feature. They are substantiated by historic photos.</p>	Y
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	<i>Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.</i>	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>Non-historic siding materials will be removed and replaced with ribbon-coursed, stained, gable-end shingles as shown in the attached materials. Tax Assessor photo records suggest that this alteration is an appropriate restoration of a missing historic feature.</p>	Y
SOI #7	<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>	N/A
SOI #8	<i>Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</i>	N/A
SOI #9	<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>	N/A
SOI #10	<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>	N/A



Landmark Rehabilitation Loan 2024 Program Application

Applications Accepted Until November 17, or Until Funds Depleted

Applicant Information

Jody Elston and Christopher Orton	(970)218-6058	(970)819-4902
Applicant's Name	Daytime Phone	Evening Phone
723 West Olive, Fort Collins, CO 80521	CO	80521
Mailing Address (for receiving loan-related correspondence)	State	Zip Code
corton@colostate.edu. elstonjody@yahoo.com		
Email		

Property Information

Jody K Elston and E. Christopher Orton	723 West Olive St
Owner's Name(s) (as it appears on the Deed of Trust)	Landmark Property Address

Project Description

Total Project Cost:	11,450	Project Start Date:	October 2024
Loan Requested (up to)	5,725	Project Completion	November 2024
Match (50% or more of total):	5,725		

Bristlecone Custom Carpentry, Inc	721 N. Hillcrest Dr., Fort Collins, CO 80521	970-310-3809
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
Replace existing upper gable-end siding of house and garage with cedar shingles to match original as seen on 1948 photo.	11,450

Required Additional information

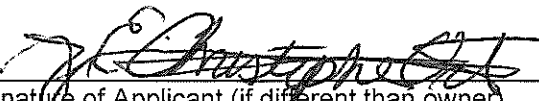
The following items must be submitted with this completed application. Digital submittals preferred for photographs, and for other items where possible.

- A completed Design Review Application** for the work being funded (and other work that may not be part of the loan request), including relevant photographs, building plans, and other supporting materials.
- At least one detailed, itemized construction bid for each feature of your project.** Bids must include product details for replacement materials, a basic description of the repair/installation methodology that will be used, and a breakdown of labor and materials costs.

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)

9/9/24

Date



Signature of Legal Owner

9/9/24

Date

Affidavit-Restrictions on Public Benefits

AFFIDAVIT Pursuant to section 24-76.5-103(4)(b), C.R.S.

I Jody Elston, Swear or affirm under penalty of perjury under the laws of the State of Colorado that I am (check one of the following):

- A United States citizen;
- A Legal Permanent Resident of the United States; or
- Otherwise lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is by law because I have applied for a public benefit as defined by law. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute §18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received. If I checked the second or third option above, I understand that my lawful presence in the United States will be verified through the Federal Systematic Alien Verification of Entitlement Program (SAVE Program).

Jody Elston

Printed Name of Legal Owner

Jody Elston

Signature of Legal Owner

9/9/24

Date



Affidavit-Restrictions on Public Benefits

AFFIDAVIT Pursuant to section 24-76.5-103(4)(b), C.R.S.

I E. Christopher Orton, Swear or affirm under penalty of perjury under the laws of the State of Colorado that I am (check one of the following):

- A United States citizen;
- A Legal Permanent Resident of the United States; or
- Otherwise lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is by law because I have applied for a public benefit as defined by law. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute §18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received. If I checked the second or third option above, I understand that my lawful presence in the United States will be verified through the Federal Systematic Alien Verification of Entitlement Program (SAVE Program).

E. Christopher Orton
Printed Name of Legal Owner

E. Christopher Orton
Signature of Legal Owner

9/9/24
Date





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

Jody Elston and Christopher Orton	(970)218-6058	(970)819-4902
Applicant's Name	Daytime Phone	Evening Phone
723 West Olive St, Fort Collins, CO 80521		CO 80521
Mailing Address (for receiving application-related correspondence)	State	Zip Code
corton@colostate.edu elstonjody@yahoo.com		
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.

Replace permanent siding that was not original to the property with cedar shingles on the gable ends of the house and gable side of the garage facing the street.

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 may 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.

Feature A Name:	
Describe property feature and its condition: The gable ends of the house and garage are currently covered with permanent aluminum siding.	Describe proposed work on feature: We propose to remove the aluminum siding on the upper gable ends and reinstall cedar shingles on the 2 gable ends of the house and one gable side of garage facing the street.

Feature B Name:	
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 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.

Christopher A. Jordan Jody K. Jordan 9/9/24
Signature of Owner Date







East



West

Current Photos
Elston/Orton
723 West Olive
Fort Collins, CO

Bristlecone Custom Carpentry, Inc.
721 N Hillcrest Dr
Fort Collins, CO 80521
9703103809
davisbkr@gmail.com
<http://www.BristleconeBuilt.com>



ADDRESS

Chris and Jody Orton
723 West Olive St
Fort Collins, CO 80521 USA

Estimate 1064

DATE 03/26/2024

ACTIVITY	DESCRIPTION	AMOUNT
Materials	Premium Clear Cedar Shingles to Match	2,000.00
Materials	Trim to Match Garage Dormer Finish	550.00
02.10) Demo	Demo and Haul Off	1,000.00
BCC Labor	Shingle Install	4,600.00
BCC Labor	Exterior Trim - Install and Milling	1,800.00
24 Paint	Stain; Labor and Materials	1,500.00
	Client to perform any necessary historical review work/permitting	

Please add 3% to invoice total if making payment by credit/debit/venmo/paypal

SUBTOTAL 11,450.00

TAX 0.00

TOTAL \$11,450.00

Accepted By

Accepted Date





D 78-08-48C

PARCEL NUMBER



1-22-68

723 W Olive