

# **GUIDE FOR DESIGNATING GUNNISON COUNTY HISTORIC LANDMARKS**

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**GUNNISON COUNTY HISTORIC PRESERVATION GUIDE  
GUNNISON COUNTY HISTORIC PRESERVATION COMMISSION**

**Table of Contents**

General Information.....	3
Nomination Process: How a property is listed on the register .....	4
Researching a Property or Site .....	5
Resource List.....	5
Appendix A: Board of County Commissioners of Gunnison County Resolutions .....	7
Resolution 93-32: Original formation of the GCHPC .....	8
Resolution 97-67: Intergovernmental Agreement – City of Gunnison.....	18
Resolution 98-01: Intergovernmental Agreement – Town of Crested Butte.....	22
Resolution 99-39: Amendment of 93-32 for Prior Designated Properties .....	26
Resolution 05-28: Criteria .....	28
Resolution 05-35: Amendment of 05-28 defining criteria .....	34
Certification Agreement .....	36
Appendix B: Nomination Forms for listing on Gunnison County’s Register of Historic Landmarks .....	37
Gunnison County Register of Historic Landmarks Nomination Form.....	38
Historic Building Nomination Form .....	40
Appendix C: Alterations to a Property Listed on the Register .....	41
Application for a Landmark Alteration Certificate .....	43
Appendix D: Rescission or Amendment of Landmark Designation .....	47
Appendix E: The Secretary of the Interior’s Standards for Rehabilitation .....	49
Appendix F: Roadmap for Actions Associated with Historic Landmark Designation .....	50

## General Information

### **The Historic Preservation Commission and the Gunnison County Register of Historic Landmarks**

In 1993 the Gunnison County Board of County Commissioners formed the Gunnison County Historic Preservation Commission (GCHPC) to facilitate the preservation of the cultural historical and architectural history of Gunnison County. The GCHPC is charged with the task of assisting the community with the identification and nomination of historic sites to the Board of County Commissioners to be placed on the Gunnison County Register of Historic Landmarks.

The Gunnison County Register of Historic Landmarks identifies significant elements of our County's heritage and protects them from exterior changes that would diminish their authentic or distinctive features.

Information in this document will guide you through the process of nominating a property to the Gunnison County Register of Historic Landmarks.

Please read the entire packet before proceeding. Questions regarding the nomination and/or the register should be directed to one of the members of the GCHPC. A list of names and telephone numbers of GCHPC members is attached to the last page of this document.

Please understand that the written authorization of the property owner must accompany all nominations.

Nominations will be reviewed in a public hearing held no more than sixty (60) days after the filing of the completed nomination form. Notice of the time, date, place and subject matter of the hearing will be published in a newspaper of general circulation within the County no less than fifteen (15) days prior to the date of the hearing and the property posted to indicate that a landmark nomination will be evaluated by the GCHPC. Within thirty (30) days after the conclusion of the public hearing, unless otherwise agreed by the GCHPC and the property owner, the GCHPC shall refer the nomination to the Board of County Commissioners along with a copy of the GCHPC's report and recommendation. If an approval is recommended by the GCHPC, the Board of County Commissioners shall hold their own public hearing on the proposed designation within thirty (30) days of receiving the recommendation from the GCHPC. Within thirty (30) days after the date of the Commissioner's public hearing, an announcement will be made regarding the proposed landmark designation certificate.

#### Time Line:

- Submit Nomination
- Public Hearing (within 60 days)
- GCHPC Recommendation (within 30 days)
- BOCC Public Hearing (within 30 days)
- Announcement (within 30 days)

### **Nomination Process: How a property is listed on the register**

To nominate a landmark for the Gunnison County Register, the landmark must be at least 50 years old and meet one or more of the criteria for significance as they are listed on the Nomination Form. A landmark may be an individual structure, object, feature, site, or area.

The GCHPC will evaluate each nomination using the applicable significance criteria for the State of Colorado and supporting information submitted with the nomination forms. Information collected for this nomination will provide a base for State and Federal Register nomination evaluations. Once on the State or Federal Register, State Historical grants can be applied for through the Colorado Historical Society to improve the historical aspects of the property.

The Board of County Commissioners places a landmark on the Register by means of a resolution. The designation is meant to be permanent, but may be rescinded or amended by the County Commissioners pursuant to Resolution No. 93-32. Once a landmark is on the Register any new construction, alteration, removal, or demolition must be approved through the issuance of a Landmark Alteration Certificate (Appendix B).

Each and every designation or alteration certificate shall require that the owner of the designated landmark make reasonable efforts to maintain the landmark in at least its condition on the effective date of its designation without significant deterioration.

Archeological site nominations will be dealt with directly through the GCHPC with guidance from Western State College.

#### **Steps to submit a completed nomination form:**

- STEP 1.** Pick up nomination form (Appendix A) from the Gunnison County Planning Office.
- STEP 2.** Complete the nomination form and return to the Planning Office. If you need assistance completing the nomination form, contact a member of the GCHPC.
- STEP 3.** The owner of the nominated landmark must sign the nomination form. When a completed and signed application has been received, it will be reviewed by the GCHPC and a public hearing scheduled within sixty (60) days from the receipt of the application. The GCHPC will publish notice in the local newspaper at least fifteen (15) days prior to the hearing.
- STEP 4.** After the GCHPC Public Hearing, a written recommendation will be forwarded to the Gunnison County Board of County Commissioners. A copy of the recommendation will be sent to the nominee.
- STEP 5.** The Board of County Commissioners will schedule a public hearing within thirty (30) days of receipt of the GCHPC recommendation.
- STEP 6.** After the Public Hearing, the Board of County Commissioners will make a decision to accept or reject the nomination. Note: The nomination may be amended before acceptance.
- STEP 7.** If the nomination is approved, the Board of County Commissioners will adopt a Resolution designating a special historic overlay zone on the property.
- STEP 8.** Once approved, the GCHPC will install a plaque recognizing the property as a Gunnison County Historic Landmark and formally announce the designation in a local newspaper.

## Researching a Property or Site

Begin research on a property with a review of the title insurance to trace the history of ownership. Information is available in the following places:

- Gunnison County Recorder's office in the courthouse has records of ownership of real property in Gunnison County.
- Gunnison County Assessor's office has records on most buildings that may help to determine construction dates.
- Gunnison County Library has old phone books, historical files and books that may be helpful (Western History Room). Microfilms may also be available for newspaper research.
- Pioneer Museum has a photograph collection (Open Spring-Summer only).
- The abstract on the property may reveal pertinent information.
- If you need further assistance, contact GCHPC members and they will be able to provide you with further guidance. The GCHPC has access to local historians, architects, anthropologists and community members who may be able to answer many of your questions or will refer you to another source.
- The State Historical Society has a research staff that can provide assistance.

### Resource List

TITLE	AUTHOR	LOCAL SOURCE
<b>Architecture</b>		
<u>Colorado Homes</u>	Sandra Dallas	Gunnison County Public Library
<u>A Field Guide to American Homes</u>	Virginia and Lee McAlester	Inter-Library Loan
<u>Gas Lights and Gingerbread</u>	Sandra Dallas	Gunnison County Public Library
<u>A Guide to Colorado Architecture</u>	Sarah Pearce	Gunnison County Public Library
<u>Bonanza Victorian: Architecture and Society in Colorado Mining Towns</u>	Eric C. Stoehr	Gunnison County Public Library
<u>Guide to Architecture, History and Building in Crested Butte</u>	Miles C. Rademan and the Town of Crested Butte	Gunnison County Public Library
<u>Preservation Briefs</u>	National Park Service	Gunnison County Public Library
<b>Local History</b>		
<u>Gunnison County Historical Context</u>	Susan Eskew	Gunnison County Public Library
<u>Gunnison Country</u>	Duane Vandenbusche	Gunnison County Public Library
<u>History with the Hide Off</u>	Betty Wallace	Gunnison County Public Library
<u>Historical Sketches of Early Gunnison</u>	Class of 1916-Reprint 1989	Gunnison County Public Library
<u>Colorado Mountains Historic Context</u>	Steven F. Mehls	Colorado Historical Society

Other local history can be found in the Gunnison County Public Library that will cover specific areas in the County.

**Archaeology**

Archaeological Investigations at the Tenderfoot Site Dr. Mark Stiger WSC Library  
Gunnison County Public Library

The Curecanti Archaeological Project: The Late Prehistoric Component at Pioneer Point Janis L. Dial WSC Library

Colorado Mountains Prehistoric Context Mark Guthrie et. al. WSC Library  
Colorado Historical Society

The Archaeological Resources of the Uncompahgre and Gunnison Resource Areas Alan Reed, Doug Scott BLM, Montrose District  
Office

Colorado Historical Archaeology Context William and Nancy Buckles CO Historical Society

Other sources may be available at both the Gunnison County Public Library and Western State College libraries through computer based systems.

**Appendix A: Board of County Commissioners of  
Gunnison County Resolutions**

**BOARD OF COUNTY COMMISSIONERS  
OF GUNNISON COUNTY  
RESOLUTION NO. 93-32**

**A RESOLUTION PROVIDING FOR THE PRESERVATION OF THE CULTURAL,  
HISTORIC AND ARCHITECTURAL HISTORY WITHIN GUNNISON COUNTY.**

WHEREAS, C.R.S. 30-11-107(1)(bb) authorizes the Board of County Commissioners of Gunnison County to provide for the preservation of the cultural, historic and architectural history within the county by ordinance or resolution; to delegate the power to designate historic landmarks and historic districts to an historic preservation advisory board; to accept dedicated or deeded easements or other historic property and to expend moneys for the maintenance of such deeded historic land, facilities, and structures; and to receive contributions, gifts, or other support from public and private entities to defray the maintenance costs of such historic land, facilities and structures; and

WHEREAS, the Board of County Commissioners of Gunnison County desires to promote the public health, safety and welfare through:

- a. the protection and preservation of the County's cultural, historic and architectural history, as embodied in designated lands, facilities and structures; and
- b. the stabilization and enhancement of value of those designated lands, facilities and structures; and
- c. the provision of increased opportunities for public education, participation in and appreciation of Gunnison County's unique heritage; and
- d. enhancement and diversification of the economy of Gunnison County that preservation will foster; and
- e. ensuring a careful balance between private rights and the public interest in such preservation.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gunnison County, Colorado, that:

## I. Commission Established

There is hereby created an Historic Preservation Commission.

### A. Membership

1. The Commission shall consist of no more than five (5) members, providing a balanced, community wide representation, who shall be appointed by the Gunnison County Board of County Commissioners. All members of the Commission shall be residents of Gunnison County or owners of real property of Gunnison County.

2. All members of the Commission shall be knowledgeable in the cultural, historic and architectural heritage of Gunnison County and have a strong interest in its preservation.

### B. Terms And Vacancies

1. The term of office for members of the Commission shall be three years, and shall be staggered by making the initial terms of membership as follows: two (2) appointees shall serve one (1) year terms; two (2) appointees shall serve two (2) year terms; one (1) appointee shall serve a three (3) year term.

2. Any member of the Commission may be removed by the Board of County Commissioners in its sole discretion.

3. In the case of a vacancy on the Commission, the Board of County Commissioners shall make an appointment to fill the term of the vacating member.

4. All members of the Commission shall serve without compensation except for such amounts as may be determined appropriate by the Board of County Commissioners to offset expenses including but not limited to mileage, telephone, meals and lodging incurred in the performance of the Commission's duties.

### C. Quorum And Voting

A quorum for the Commission shall consist of a majority of the membership (excluding vacant seats). A quorum is necessary for the Commission to hold a public meeting or hearing or to take official action. A roll call vote shall be taken upon the request of any member. A tie vote shall be deemed denial of the motion or recommended action.

#### **D. Officers**

The Commission shall by majority vote, elect one (1) of its members to serve as chairperson to preside over the Commission's meetings and one (1) member to serve as vice-chairperson. The members so designated shall serve in these capacities for terms of one (1) year, and may serve successive terms.

#### **E. Meetings**

The Commission shall hold at least one regularly scheduled and noticed meeting a month. Minutes shall be kept of all commission meetings.

#### **F. Powers And Duties**

The Commission shall:

1. Develop criteria for review and designation of buildings, objects, sites, land, facilities and structures as historic landmarks. Such criteria shall not be adopted until approved by the Board of County Commissioners.
2. Review buildings, objects, sites, land, facilities and structures nominated for designation as historic landmarks and recommend that the Board of County Commissioners designate by resolution those resources qualifying for such designation.
3. Review and make determinations and recommendations on any application for alterations to a designated historic landmark.
4. Review and make determinations and recommendations on any application for moving or demolishing a designated historic landmark.
5. When appropriate, provide to owners of historic property information on physical and financial aspects of preservation, renovation, rehabilitation, and reuse, including nomination to the National Register of Historic Places.
6. Develop and assist in public education programs including but not limited to hiking tours, driving tours, brochures, a marker program for historic properties, lectures and conferences.
7. Conduct surveys in Gunnison County for the purpose of identifying resources of historic significance.

8. Advise the Board of County Commissioners on matters related to preserving the historic heritage of Gunnison County.

9. Actively pursue financial assistance for preservation related programs.

G. Liaison

There shall be designated by the Board of County Commissioners County staff who shall be the liaison with the Commission.

II. Designation of Landmarks

A. Permission of Owner Required

No building, object, site, land, facility or structure shall be designated by the Board of County Commissioners of Gunnison County as an historic landmark without the express, written consent of the owner of the same which consent shall be incorporated in the designating certificate of the Board of County Commissioners and recorded in the records of the Clerk and Recorder of Gunnison County.

B. Designation Authorized

1. The Board of County Commissioners of Gunnison County may, by resolution or ordinance, designate as an historic landmark an individual building, object, site, parcel of land, facility or structure or an integrated group of buildings, objects, sites, parcels of land, facilities or structures.

2. Each such designating resolution or ordinance shall include a description of the characteristics of the building, object, site, land, facility or structure that justify its designation, a description of the particular features that should be preserved, and a legal description of the location and boundaries of the landmark site. The designating resolution may also indicate alterations which would have a significant impact upon, or be potentially detrimental to, the landmark.

3. The building, object, site, land, facility or structure included in such designating resolution shall be subject to the controls and standards set forth in this Resolution as it may be amended at the time of the designation, and eligible for such incentive programs as may be developed by the Commission.

### **C. Procedure For Designation**

1. A nomination for designation may be made by the Commission, by the owner of the subject building, object, site, land, structure or facility, or by any citizen. Such nomination shall be written, signed and dated on a form provided by the Commission. If the nomination is by anyone other than the owner, the Commission shall secure the owner's written consent for nomination before proceeding further.

2. The Commission shall hold a public hearing on the nomination no more than sixty (60) days after the filing of the completed nomination form. Notice of the time, date, place and subject matter of the hearing shall be given by one publication in a newspaper of general circulation within the County no less than fifteen (15) days prior to the date of the hearing, and the property shall be posted to indicate that a landmark nomination is to be considered by the Commission.

3. The Commission shall review the application for conformance with the established criteria for designation and with the purposes of this Resolution.

4. Within thirty (30) days after the conclusion of the public hearing, unless otherwise agreed by the Commission and the owner, the Commission shall either approve, modify and approve, or disapprove the nomination, and if approved or modified and approved, shall refer the nomination with a copy of its report and recommendation to the Board of County Commissioners. The Commission shall also notify the Board of County Commissioners immediately of any action regarding a nomination initiated by the Board of County Commissioners.

### **D. Proceedings By The Board of County Commissioners**

1. Within thirty (30) days after the date of any referral from the Commission, unless otherwise agreed by the Board of County Commissioners and the owner of the property, the Board of County Commissioners shall hold a public hearing on the proposed designation. Notice of the time, date, place and subject matter of the hearing shall be given by one publication in a newspaper of general circulation within the County not less than seven (7) days prior to the date of the hearing, and the property shall be posted to indicate that a landmark designation is to be considered by the Board of County Commissioners.

2. Within thirty (30) days after the date of the public hearing, unless otherwise agreed by the Board of County Commissioners and the owner of the property, the Board of County Commissioners shall approve, modify and approve, or disapprove the proposed landmark designation certificate.

3. When a landmark designation certificate has been approved or modified and approved by the Board of County Commissioners, the Board of County Commissioners shall promptly notify the Commission and the owner of the property and cause a copy of the landmark designation certificate to be recorded in the records of the Gunnison County Clerk and Recorder.

### III. Landmark Alteration

1. No person shall carry out or permit to be carried out on a designated landmark any new construction, alteration, removal or demolition without first obtaining a landmark alteration certificate for the proposed work. In addition, all other permits required by local, state or federal authorities must be obtained.

2. The Gunnison County Building Inspector shall maintain a current record of all designated landmarks. If the Building Inspector receives an application for a permit to carry out any new construction, alteration, removal or demolition on or of a designated landmark parcel of land, facility or structure, the Building Inspector shall promptly forward such permit application to the Commission and take no further action on the permit until the Commission makes a determination on the proposed action.

3. An owner of property designated as a landmark may apply for a landmark alteration certificate, including all information that the Commission determines is necessary to consider the application, including without limitation, plans and specifications showing the proposed alteration, with texture, materials, and architectural design and detail, and the names and addresses of the abutting property owners.

4. The Commission shall review all applications for landmark alteration certificates, shall hold a public hearing on the application, and determine, within thirty (30) days after a complete application is filed, whether or not the proposed work would have a significant impact upon or be detrimental to a landmark. Notice of the time, date, place and subject matter of the hearing shall be given by one publication in a newspaper of general circulation within the County not less than seven (7) days prior to the date of the hearing, and the property shall be posted to indicate that a landmark alteration is to be considered by the Commission. The Commission shall, within the thirty (30) days, approve, modify and approve, or disapprove the proposed landmark alteration certificate, and notify in writing the applicant and the Board of County Commissioners of its determination.

5. The applicant for a landmark alteration certificate may appeal to the Board of County Commissioners a decision of the Commission disapproving or modifying and approving an application for a landmark alteration certificate by filing a written notice of appeal with the Board of County Commissioners within seven (7) days of the Commission's decision.

6. If an appeal is made, within thirty (30) days after the date of the decision of the Commission the Board of County Commissioners shall hold a public hearing on the appeal of the Commission's decision on the proposed landmark alteration certificate. Notice of the time, date, place and subject matter of the hearing shall be given by one publication in a newspaper of general circulation with the County not less than seven (7) days prior to the date of the hearing, and the property shall be posted to indicate that an appeal of landmark alteration certificate application is to be considered by the Board of County Commissioners.

7. On appeal, the Board of County Commissioners shall determine whether the proposed work would have a significant impact on or be detrimental to the landmark. Within thirty (30) days after the date of the public hearing, unless otherwise agreed by the Board of County Commissioners and the owner of the property, the Board of County Commissioners shall approve, modify and approve, or disapprove the proposed landmark alteration certificate.

8. The Commission when approving an application for a landmark alteration certificate, or, on appeal the Board, may impose a time limit for the applicant to complete the proposed alteration.

9. When a landmark alteration certificate has been approved or modified and approved by the Commission or, on appeal by the Board of County Commissioners, the Commission shall promptly notify the owner of the property and cause a copy of the landmark alteration certificate to be recorded in the records of the Gunnison County Clerk and Recorder.

10. Nothing in this Section III shall be construed to prevent any measures of construction, alteration, removal or demolition necessary to correct the unsafe or dangerous condition of any landmark or part thereof when all of the following conditions exist:

a. when such condition is declared unsafe or dangerous by the County building inspector or fire inspector;

b. when the proposed measures have been declared necessary by the County Manager to correct the condition; and

c. when only such work that is necessary to correct the condition is performed.

#### IV. Property Maintenance Required

The Board of County Commissioners intends to preserve from deliberate act, from omission to act or from neglect designated landmarks. Each and every landmark designation or alteration certificate shall require that the owner of the designated landmark to make reasonable efforts to maintain the landmark in at least its condition on the effective date of its designation without significant deterioration.

#### V. Compliance

No owner, lessee, or occupant of any designated landmark shall fail to comply with all applicable federal, state and local laws, statutes, regulations, codes and requirements and agreements including but not limited to the terms of a landmark designation or alteration certificate.

#### VI. Rescission or Amendment of Landmark Designation

The property owner, the Commission, or the Board may make application for a rescission or amendment to the designation of a landmark.

##### A. Application

An application to rescind or amend shall be submitted to the Commission which, after notice and hearing as provided in Section III, shall determine and recommend to the Board of County Commissioners whether the landmark:

1. the landmark no longer has historic significance and the designation should be rescinded; or

2. the landmark has changed or been changed in such a manner as to affect the historic significance and the designation should be amended to reflect that change; or

3. the owner of the landmark qualifies for hardship relief and the designation should be amended or rescinded; hardship relief shall require that the existing certificate is unduly oppressive.

B. The Board of County Commissioners, after receiving the recommendation of the Commission, and after notice and hearing as provided in Section III, may determine:

1. that the landmark no longer has historic significance and rescind the landmark designation;

2. that the landmark has been changed in such a manner as to affect the historic significance and amend the Resolution of designation to reflect that change;

3. that the owner of the landmark qualifies for hardship relief and the designation should be amended or rescinded;

4. to deny the application to rescind or amend.

C. When an application to rescind or amend a landmark designation has been approved, the Board of County Commissioners shall promptly notify the Commission and the owner of the property and cause a copy of the rescinding Resolution or amended Resolution to be recorded in the records of the Gunnison County Clerk and Recorder.

## VII. Enforcements And Penalties

No person shall violate or permit to be violated any of the requirements of this Resolution or the terms of a landmark designation.

### A. Violations

Violations of the requirements of this Resolution or the terms of a landmark designation are subject to the following penalties:

1. Alterations of a designated landmark without an approved landmark alteration certificate will result in a one-year moratorium on all building permits for the subject property.

2. Moving or demolishing a designated structure without an approved landmark alteration certificate will result in a five year moratorium on all moving,

demolition or building permits for the structure and for the property at the structure's original site.

VIII. Definitions

A. For purposes of this Resolution for landmark designations and for landmark alteration certificates, the following words are to be defined as follows:

1. **Alteration.** Any act or process that changes one or more architectural features of a designated landmark or one or more physical features of a designated landmark.
2. **Architectural Feature.** The make, form or appearance of a structure, including but not limited to the color, bind, and texture of building materials, the type, design, and character of windows, doors and appurtenances.
3. **Physical Features.** The make, form or appearance of the landmark, including but not limited to ground contour, vegetation and improvements, which help to define its historic significance.

INTRODUCED by Commissioner Santavelli, seconded by Commissioner Zentell, and adopted this 17th day of December, 1993.

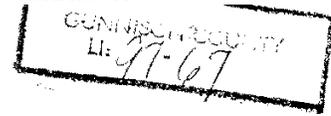
BOARD OF COUNTY COMMISSIONERS  
OF GUNNISON COUNTY, COLORADO

By Paul R. Friel  
Chairman

Attest:

Kathy Simillion  
Clerk

**Resolution 97-67: Intergovernmental Agreement – City of Gunnison**



**INTERGOVERNMENTAL COOPERATIVE AGREEMENT FOR PURPOSES OF  
HISTORIC PRESERVATION**

25.24

BETWEEN THE COUNTY OF GUNNISON AND THE CITY OF GUNNISON FOR THE PURPOSE OF DESIGNATING STRUCTURES, SITES, AND DISTRICTS WITHIN THE INCORPORATED LIMITS OF GUNNISON AS GUNISON COUNTY HISTORIC LANDMARKS

THIS COOPERATIVE AGREEMENT is made and entered into between the Board of County Commissioners of the County of Gunnison, State of Colorado, hereinafter referred to as the “County” and the City of Gunnison, hereinafter referred to as the “City”.

WITNESSETH:

WHEREAS, the parties are authorized to enter into this Intergovernmental Agreement pursuant to Articles 1 and 20 of Title 29, Colorado Revised Statutes (C.R.S.); and

WHEREAS, 30-11-107 (1) (bb) of the C.R.S. gives boards of county commissioners the authority to provide for the preservation of cultural, historic, and architectural history within their respective counties by ordinance or resolution, and to delegate the power to designate historic landmarks and historic districts to an historic preservation advisory board, among other powers related to historic preservation which that statute grants; and,

WHEREAS, the City is authorized to protect the historically and archaeologically significant structures and properties within its jurisdiction pursuant to 29-20-104 (1)(c) of the C.R.S.; and

WHEREAS, the *Gunnison County Land Use Resolution* indicates the importance of preservation of archeological and historical sites, (Purpose and Intent, No. 10, and Section 2-101, 11); and,

WHEREAS, Section III of the City of Gunnison Master Plan, (adopted May 11, 1994) states the need for this agreement to increase the awareness of the importance of historic resources; and,

WHEREAS, the City desires to adopt the County’s Historic Preservation Regulations within its jurisdiction pursuant to the terms of this Agreement.

NOW, THEREFORE, the County and the City agree as follows:

1. The County shall support efforts by the City to establish a Gunnison Preservation Program pursuant to this Agreement. The County shall provide technical support as appropriate and shall support efforts by the City to obtain grants funds for purposes of historical preservation.

2. All sections of the *Historic Preservation Guide for Nominating A Landmark For Designation on the Gunnison County Register of Historical Landmarks* are incorporated herein by reference.

3. Structures, sites and districts within the City may be nominated and designated as County historic landmarks pursuant to the Gunnison County Historic Preservation Regulations, Resolution No. 93-32 of the Board of County Commissioners of Gunnison County. Specifically, all sections of Resolution No. 93-32 addressing the Nomination and Designation of Historic Landmarks (93-32, II), Landmark Alteration (93-32, III), Property Maintenance (93-32, IV), Compliance (93-32, V) and Rescission or Amendment of Landmark Designation (93-32, VI) are incorporated herein by reference and shall apply within the City under the terms of this Agreement. The County shall inform the City of any proposed changes or amendments to the Historic Preservation Regulations.

4. The City shall establish a Gunnison Historic Preservation Committee, hereinafter referred to as the "Committee." The purpose of the Committee includes, but is not limited to, the nomination of properties within the City for local historic landmark designation. The Committee shall report to the Gunnison City Council through a process to be determined by the City.

5. Prior to a public hearing of the Gunnison County Historic Preservation Commission ("HPC") considering the designation of a structure, site, or district within the City of Gunnison, the City Historic Preservation Committee shall review and make a recommendation to the City Council. The City Council shall make its recommendation to the HPC that the designation of the local historic landmark be approved, conditionally approved or denied by the HPC. The County shall not accept applications that are not supported by the City.

6. The County has the authority to deny an application supported by the City if the Board of County Commissioners finds that the nominated structure, site or district does not meet the requirement of the *Historic Preservation Guide For Nominating A Landmark For Designation On The Gunnison County Register of Historical Landmarks*. The County has the authority to approve an application with conditions different from those recommended by the City, pursuant to the *Historic Preservation Guide For Nominating A Landmark For Designation On The Gunnison County Register of Historical Landmarks*. If the Commission approves an application with different conditions, however, the City shall either ratify its approval of the conditions approved by the County, or withdraw its recommendation for designation. If the City withdraws its recommendation for designation, then the approval by the County shall be rescinded.

7. During the local designation process, the County, the City, and the owner of the nominated property shall formulate a recommendation for specific standards and guidelines addressing the alteration of an approved Gunnison County Historic Landmark. The specific standards and guidelines adopted from these recommendations, as well as the "Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation," Federal Register Vol. 48, No. 190, September 29, 1983, shall be the basis of decisions by the HPC when considering applications for Certificates of Appropriateness.

8. Prior to a public hearing of the Gunnison County HPC considering a Certificate of Appropriateness for the alteration of a Gunnison County Historic Landmark within the City of Gunnison, the City shall review and make a recommendation that the HPC approve, conditionally approve, or deny the Certificate of Appropriateness. The County shall not approve a Certificate of Appropriateness for any proposal within the Gunnison that does not meet applicable zoning and building code regulations within the City, or that is not supported by the City.

9. Termination of this Agreement may be initiated by either the County or the City. However, the terminating party must give 60 days written notice to the Board of County Commissioners or to the City Council, as the case may be, prior to finalizing termination. This Agreement shall terminate automatically upon the City's obtaining Certified Local Government status. Such status is granted by the State of Colorado to any general purpose subdivision of the state which meets the criteria as set forth in the publication, *Procedures for the Certification of Local Governments in Colorado*, Colorado Historical Society, 1985.

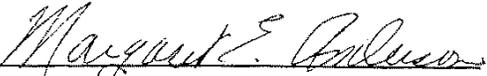
10. Upon the termination of this Agreement, structures, sites, or districts under this Agreement shall convert to City of Gunnison Historic Landmarks and shall be administered by the City unless the City has not obtained Certified Local Government status or passed its own historic preservation regulations. If the City has not obtained Certified Local Government status or passed its own regulations, the landmark designation of any structure, site, or district, located in the City, shall be automatically rescinded upon termination of this Agreement.

CITY COUNCIL  
CITY OF GUNNISON

By:   
Mayor

Date: 12-23-97

Attest:

  
City Clerk

Approved as to form:

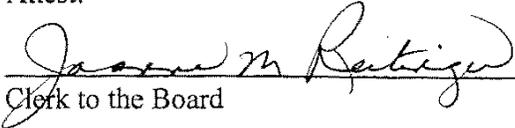
  
City Attorney

BOARD OF COUNTY COMMISSIONERS  
COUNTY OF GUNNISON, COLORADO

By:   
Chair

Date: 11/25/97

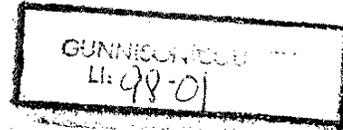
Attest:

  
Clerk to the Board

Approved as to form:

\_\_\_\_\_

Resolution 98-01: Intergovernmental Agreement – Town of Crested Butte



INTERGOVERNMENTAL AGREEMENT BETWEEN  
THE TOWN OF CRESTED BUTTE AND  
THE COUNTY OF GUNNISON, COLORADO  
FOR THE PURPOSE OF DESIGNATING STRUCTURES,  
SITES, AND DISTRICTS WITHIN THE  
INCORPORATED LIMITS OF CRESTED BUTTE AS  
GUNNISON COUNTY HISTORIC LANDMARKS

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into between the Town Council of the Town of Crested Butte, Colorado (hereafter "Town") and the Board of County Commissioners of the County of Gunnison, Colorado (hereafter "County").

WITNESSETH:

WHEREAS, the parties are authorized to enter into this Intergovernmental Agreement (hereafter "Agreement") pursuant to Articles 1 and 20 of Title 29, Colorado Revised Statutes (C.R.S.); and

WHEREAS, C.R.S. 30-11-107(1)(bb) gives boards of county commissioners the authority to provide for the preservation of cultural, historic and architectural history within their respective counties by ordinance or resolution, and to delegate the power to designate historic landmarks and districts to an historic preservation advisory board, among other powers related to historic preservation which that statute grants; and

WHEREAS, the Gunnison County Land Use Resolution indicates the importance of preserving archaeological and historic sites, (purpose and intent, No. 10, and section 2-101, 11); and

WHEREAS, the Town has long recognized the importance of preserving its historic resources and the need to increase the awareness of these resources as set forth in its Zoning and Land Use Ordinance, Chapter 15 of the 1987 Crested Butte Municipal Code; and

WHEREAS, the Town wishes to adopt the County's Historic Preservation Regulations within its jurisdiction pursuant to the terms of this Agreement.

NOW, THEREFORE, for and in consideration of the above preambles and the mutual covenants and agreements set forth herein, the parties agree as follows:

1. The County shall support efforts by the Town to establish a Crested Butte Preservation Program pursuant to this Agreement. The County shall provide technical support as appropriate and shall support efforts by the Town to obtain grant funds for purposes of historic preservation.

2. All sections of the Historic Preservation Guide for and Nominating a Landmark for Designation on the Gunnison County Register of Historic Landmarks are incorporated herein by reference.

3. Structures, sites and districts within the Town may be nominated and designated as County historic landmarks pursuant to the Gunnison County Historic Preservation Regulations, Resolution No. 93-32 of the Board of County Commissioners of Gunnison County. Specifically, all sections of said resolution addressing the Nomination and Designation of Historic Landmarks (93-32, II), Landmark Alteration (93-32, III), Property Maintenance (93-32 IV), Compliance (93-32, V), and Recision or Amendment of Landmark Designation (93-32, VI) are incorporated herein by reference and shall apply within the Town under the terms of this Agreement. The County shall inform the Town of any proposed changes or amendments to the Historic Preservation Regulations.

4. The Town shall establish a Crested Butte Historic Preservation Committee which may be the Town's Board of Zoning and Architectural Review (hereafter "Committee"). The purpose of the Committee includes, but is not limited to, the nomination of properties within the Town for local historic landmark designation. The Committee shall report to the Crested Butte Town Council through a process to be determined by the Town.

5. Prior to a public hearing of the Gunnison County Historic Preservation Commission (hereafter "HPC") considering the designation of a structure, site or district within the Town, the Committee shall review and make a recommendation to the Town Council. The Town Council shall make its recommendation to the HPC that the designation of the local historic landmark be approved, conditionally approved or denied by the Commission. The County shall not accept applications that are not supported by the Town.

6. The County has the authority to deny applications supported by the Town if the Board of County Commissioners finds that the nominated structure, site or district does not meet the requirements of the Historic Preservation Guide for Nominating a Landmark for Designation on the Gunnison County Register of Historic Landmarks. The County has the authority to approve an application with conditions different from those recommended by the Town, pursuant to said Historic Preservation Guide. However, if the County approves an application with different conditions, the Town shall either ratify its approval of the conditions approved by the County, or withdraw its recommendation for designation. If the Town withdraws its recommendation for designation, then the approval by the Commission shall be rescinded.

7. During the local designation process, the County, the Town, and owner of the nominated property shall formulate a recommendation for specific standards and guidelines addressing the alteration of an approved Gunnison County Historic Landmark. The specific standards and guidelines adopted from those recommendations, as well as

the "Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation," Federal Register Vol. 48, No. 190, September 29, 1983, shall be the basis of decisions by the Commission when considering applications for Certificates of Appropriateness.

8. Prior to a public hearing of the Commission considering a Certificate of Appropriateness for the alteration of a Gunnison County Historic Landmark within the Town, the Town shall review and make a recommendation that the Commission approve, conditionally approve, or deny the Certificate of Appropriateness. The Commission shall not approve a Certificate of Appropriateness for any proposal within the Town that does not meet applicable zoning and building code regulations, or that is not supported by the Town.

9. Termination of this Agreement may be initiated by either the County or the Town. However, the terminating party must give at least 60 days prior written notice to the Board of County Commissioners or to the Town Council, as the case may be, prior to finalizing termination. This Agreement shall terminate automatically upon the Town receiving notice that the Agreement jeopardizes its Certified Local Government status in any way.

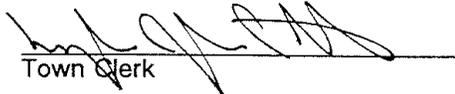
10. Upon the termination of this Agreement, structures, sites or districts designated under this Agreement shall convert to Town of Crested Butte Historic Landmarks and shall be administered by the Town, so long as the Town retains its Certified Local Government status, or has passed other appropriate historic preservation regulations. If such status is not retained, or such regulations adopted, the landmark designation of any structure, site or district located within the Town shall be automatically rescinded upon termination of this Agreement.

NOW, THEREFORE, the parties have entered into this Agreement to be effective as of the 6<sup>th</sup> day of January, 1998.

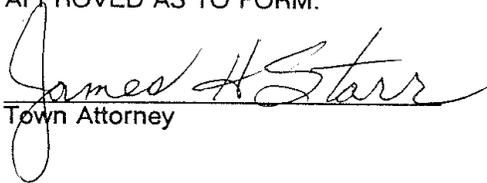
TOWN OF CRESTED BUTTE, a  
Colorado home rule municipality

By:   
Mayor

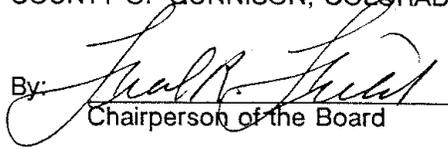
ATTEST:

  
Town Clerk

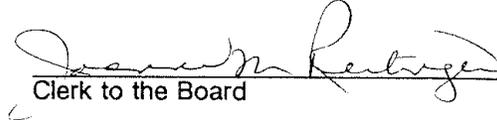
APPROVED AS TO FORM:

  
Town Attorney

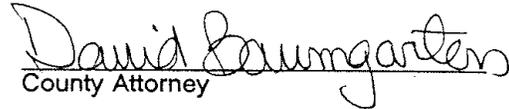
BOARD OF COUNTY COMMISSIONERS  
COUNTY OF GUNNISON, COLORADO

By:   
Chairperson of the Board

ATTEST:

  
Clerk to the Board

APPROVED AS TO FORM:

  
County Attorney

BOARD OF COUNTY COMMISSIONERS  
OF GUNNISON COUNTY  
RESOLUTION NO. 99-39

A RESOLUTION AMENDING RESOLUTION NO. 93-32

WHEREAS, the Board of County Commissioners of Gunnison County, Colorado has adopted Resolution 93-32 which established the Gunnison County Historical Preservation Commission and which set forth its purpose and regulations to provide for the preservation of the cultural, historic and architectural history within the county; and

WHEREAS, it is the intention of the Gunnison County Historic Preservation Commission to provide for the potential incorporation of those properties already listed on the State and/or National registers onto the local register designated by the Board of County Commissioners of Gunnison County;

NOW, THEREFORE, Resolution 93-32 is and shall be amended by the addition of a new paragraph C.5 under Article II set forth as follows:

**"5. Procedure for Prior Designated Properties**

a. In addition to the procedure set forth above, any properties located in Gunnison County which have been previously registered either on the State and/or National register may be added to the register in the following manner:

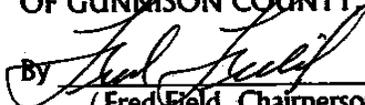
(i). The owner of the preregistered property shall submit an application together with proof of acceptance by a State and/or National register to the Historic Preservation Committee; and

(ii). The owner will receive a copy of Resolution 93-32 and this resolution, and shall submit an acknowledgment of having reviewed both documents.

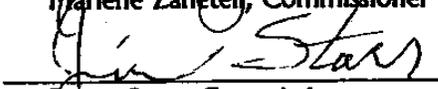
(iii). The Commission, with the written approval of the Applicant, may waive the public hearing on the nomination. The Commission shall either approve, modify and approve, or disapprove the nomination, and if approved or modified and approved, shall refer the nomination with a copy of its report and recommendation to the Board of County Commissioners."

INTRODUCED by Commissioner Starr, seconded by Commissioner Field, and adopted this 21<sup>st</sup> day of September, 1999.

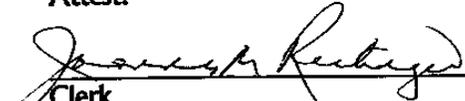
BOARD OF COUNTY COMMISSIONERS  
OF GUNNISON COUNTY, COLORADO

By   
Fred Field, Chairperson

By   
Marlene Zanetell, Commissioner

By   
James Starr, Commissioner

Attest:

  
Clerk

**BOARD OF COUNTY COMMISSIONERS  
OF GUNNISON COUNTY  
RESOLUTION NO. 05-28**

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**A RESOLUTION REGARDING THE HISTORIC PRESERVATION COMMISSION  
AND, SPECIFICALLY, ESTABLISHING CRITERIA FOR DESIGNATION,  
ALTERATION, RELOCATION AND DEMOLITION OF HISTORIC LANDMARKS**

WHEREAS, in 1993, by Resolution 93-32, the Board of County Commissioners of Gunnison County, Colorado ("Board") created the Gunnison County Historic Preservation Commission ("HPC") to provide for the preservation of the cultural, historical and architectural history of Gunnison County; and

WHEREAS, the HPC is authorized to accept, review and determine applications for designation, alteration, relocation and demolition of historic landmarks in Gunnison County; and

WHEREAS, the Board and HPC desire that Gunnison County obtain from the State of Colorado the status of "Certified Local Government" regarding the designation, alteration, relocation and demolition of historic landmarks in Gunnison County; and

WHEREAS, the Board and HPC are informed by the Colorado Historical Society that a requisite of obtaining such status is that the Board adopt by resolution criteria for designation, alteration, relocation and demolition of historic landmarks in Gunnison County ("Criteria"); and

WHEREAS, the Board and HPC have jointly identified such Criteria; and

WHEREAS, the Board desires formally to adopt the Criteria;

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gunnison County, Colorado, that the following Criteria be and are adopted regarding designation, alteration, relocation and demolition of historic landmarks in Gunnison County:

**I. DESIGNATION**

In determining whether a building, object, site, land facility or structure (the "Proposal") is appropriate for designation as an historic landmark, the HPC and Board shall consider whether the Proposal meets one or more of the following criteria:

1. the character, interest, or value of the proposed landmark as part of the development, heritage, or cultural characteristics of the county;
2. the proposed landmark as a location of a significant local, county, state, or national event;
3. the identification of the proposed landmark with a person or persons significantly contributing to the local, county, state, or national history;
4. the proposed landmark is an embodiment of the distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or the use of indigenous materials;
5. the proposed landmark as identification of the work of an architect, landscape architect, or master builder whose work has influenced development in the county, state, or nation;
6. the proposed landmark's archaeological significance;
7. the proposed landmark as an example of either architectural or structural innovation; and
8. the relationship of the proposed landmark to other distinctive structures, districts, or sites which would also be determined to be of historic significance.
9. Meets one or more of the following criteria for significance:
  - Represents the work of an important builder or architect in the Gunnison area
  - Possesses high artistic values
  - Represents a significant type, period or method of construction
  - Associated with significant persons or cultural groups
  - Associated with significant events or patterns
  - Contributes to a historical district
  - May possess information important in prehistory or history.

## II. REVIEW CRITERIA FOR ALTERATION CERTIFICATES LANDMARKS, DISTRICTS AND EXTERIOR ALTERATIONS

The Historic Preservation Commission shall issue an Alterations Certificate for any proposed work on a designated historic landmark only if the Commission can determine the proposed work would not detrimentally alter, diminish, or adversely affect any architectural or landscape feature which contributes to the original historic designation. A prerequisite to approval of an alteration must be that the Commission finds the proposed development to be visually compatible with designated historic structures located on the landmark in terms of design, finish, material, scale, mass and height. When the subject landmark is in an historic district, the HPC must also find the

proposed development is visually compatible with the development on adjacent properties.

~~The HPC will use the following criteria to make their recommendation:~~

1. The effect upon the general historic and architectural character of the structure and property.
2. The architectural style, arrangement, texture and material used on the existing and proposed structures, and their relationship to and compatibility with other structures.
3. The size of the structure, the setbacks, the site, the location, and the appropriateness thereof, when compared to existing structures and their sites.
4. The compatibility of accessory structures and fences with the main structure on the site and with other structures.
5. The effects of the proposed work in creating, changing, destroying or otherwise impacting the exterior architectural features of the structures upon which such work is done.
6. The condition of existing improvements and where they are a hazard to public health and safety.
7. The effects of the proposed work upon the protection, enhancement, perpetuation and use of the property.
8. Compliance with the Secretary of the Interior's Standards for Rehabilitation. (Detailed discussion of the Secretary of the Interior's Standards are available in a booklet in the Western Heritage Room of the Gunnison County Public Library.)

### III. RELOCATING A STRUCTURE

In addition to the Alterations Criteria, the HPC will use the following Criteria in considering Alterations Certificate applications for relocating: (1) a landmark, (2) a structure on a landmark site or (3) a structure onto a landmark site.

The HPC will use the following criteria to make their recommendation:

1. The structure cannot be rehabilitated or reused on its original site to provide for any reasonable beneficial use of the property.
- ~~2. The contribution the structure makes to its present setting.~~
3. The plans were specifically defined for the site to be vacated, and have been approved by the appropriate county entities.
4. The structure can be moved without significant damage to its physical integrity and the applicant can show the relocation activity is the best preservation method for the integrity of the structure.
5. The structure has demonstrated to be capable of withstanding the physical impacts of the relocation and re-sitting.
6. A structure report, submitted by a licensed structural engineer, adequately demonstrates the soundness of the structure proposed for relocation.

For consideration of the new location, if within the County of Gunnison, the following will be reviewed:

1. Whether the building or structure is compatible with its proposed site and adjacent properties, and if the receiving site is compatible in nature with the structure or structures proposed to be moved.
2. The structure's architectural integrity and its consistency with the character of the neighborhood or surrounding area.
3. Whether the relocation of the historic structure would diminish the integrity or character of the neighborhood or surrounding area of the receiving site.
4. If a relocation plan has been submitted and approved by the appropriate county entities. If necessary, a bond will have to be posted to ensure safe relocation, preservation and repair (if required) of the structure, site preparation and infrastructure connections as appropriate.

#### **IV. DEMOLITION**

If a demolition approval is granted on any basis other than that of an imminent hazard or economic hardship, a certificate will not be issued until a replacement/reuse plan for the property has been approved by the appropriate county entities.

The HPC will use the following criteria to make their recommendation for total demolition: (Applicants requesting a Certificate for Demolition must provide data to clearly demonstrate that the situation meets all of the criteria listed below.)

1. The structure proposed for demolition is not structurally sound despite evidence of the owner's efforts to properly maintain the structure; and
2. The structure cannot be rehabilitated or re-used on site to provide for any reasonable beneficial use of the property; and
3. The structure cannot be practically moved to another site in Gunnison County; and
4. The applicant demonstrates that the proposal mitigates to the greatest extent practical, the following:
  - a. Any impacts that occur to the visual character of the area where the demolition is proposed to occur.
  - b. Any impact on the historic importance of the structure or structures located on the property and adjacent properties.
  - c. Any impact to the architectural integrity of the structure or structures located on the property and adjacent properties.
5. In the case of archaeological sites, consideration will be given to whether information can be recovered as part of the demolition process.

The HPC will use the following criteria to make their recommendation for partial demolition:

1. A partial demolition is required for the renovation, restoration and rehabilitation of the structure; and
2. The applicant has mitigated to the greatest extent possible:
  - a. The impact on the historic importance of the structure or structures located on the property.

b. The impact on the architectural integrity of the structure or structures located on the property.

INTRODUCED by Commissioner Swenson, seconded by Commissioner Channell, and adopted this 9<sup>th</sup> day of June, 2005.

BOARD OF COUNTY COMMISSIONERS  
OF GUNNISON COUNTY, COLORADO

By Jim Starr  
Jim Starr, Chairperson

By Map Channell  
Map Channell, Vice Chairperson

By Paula Swenson  
Paula Swenson, Commissioner



Attest:

Kelly Balch  
Deputy County Clerk

**BOARD OF COUNTY COMMISSIONERS  
OF GUNNISON COUNTY  
RESOLUTION NO. 05-35**

**A RESOLUTION AMENDING RESOLUTION NO. 05- 28 REGARDING THE  
HISTORIC PRESERVATION COMMISSION AND, SPECIFICALLY, ESTABLISHING  
CRITERIA FOR DESIGNATION, ALTERATION, RELOCATION AND DEMOLITION  
OF HISTORIC LANDMARKS**

WHEREAS, the Board of County Commissioners of Gunnison County, Colorado ("Board") adopted Resolution No. 05-28, A Resolution Regarding The Historic Preservation Commission And, Specifically, Establishing Criteria For Designation, Alteration, Relocation And Demolition Of Historic Landmarks on June 9, 2005; and

WHEREAS, the Gunnison County Historic Preservation Commission ("HPC") wishes to amend Section I. 9. of Resolution No. 05-28 to read as follows:

- "9. Meets one or more of the following criteria for significance:
- Must be fifty (50) years or older
  - Represents the work of an important builder or architect in the Gunnison area
  - Possesses high artistic values
  - Represents a significant type, period or method of construction
  - Associated with significant persons or cultural groups
  - Associated with significant events or patterns
  - Contributes to a historical district
  - May possess information important in prehistory or history."

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gunnison County, Colorado that Resolution 05-28, A Resolution Regarding The Historic Preservation Commission And, Specifically, Establishing Criteria For Designation, Alteration, Relocation And Demolition Of Historic Landmarks be amended to read as identified above.

INTRODUCED by Commissioner Swenson seconded by  
Commissioner Channell, and adopted this 5<sup>th</sup> day of July, 2005.

**BOARD OF COUNTY COMMISSIONERS  
OF GUNNISON COUNTY, COLORADO**



Attest:

Kelly Balch  
Deputy County Clerk

By Jim Starr  
Jim Starr, Chairperson

By Hap Channell  
Hap Channell, Vice Chairperson

By Paula Swenson  
Paula Swenson, Commissioner

**Certification Agreement**  
**GUNNISON COUNTY CERTIFICATION AGREEMENT**

Pursuant to the provisions of the National Preservation Act, as amended, to applicable federal regulations (36 CFR 61), and to the "Process for Certification of Local Governments in Colorado", the Board of County Commissioners of the County of Gunnison, Colorado agrees with the Colorado Historic Society to:

- (1) Maintain an adequate and qualified historic preservation review commission composed of professional and lay members pursuant to the "Requirements for Certification of Local Governments in Colorado".
- (2) Maintain a system for the survey and inventory of historic properties pursuant to the "Requirements for Certification of Local Governments in Colorado".
- (3) Provide for adequate public participation in the historic preservation program, including the process of recommending properties to the National Register.
- (4) Adhere to all Federal requirements for the Certified Local Government Program.
- (5) Adhere to requirements outlined in the Colorado Certified Local Government Handbook issued by the State Historic Preservation Office.
- (6) Reasonably enforce all Gunnison County resolutions, regulations and requirements that the Board has adopted specifically pertaining to designating and protecting historic properties. Nothing in the Agreement is, or shall be construed to be, an agreement by the Board to adopt certain resolutions or requirements.

Upon its designation as a Certified Local Government, the County of Gunnison shall be eligible for all rights and privileges of a Certified Local Government (CLG) specified in the National Historic Preservation Act, Federal procedures, and procedures of Colorado. These rights include eligibility to apply for available CLG grant funds in competition only with other certified local governments.

STATE:



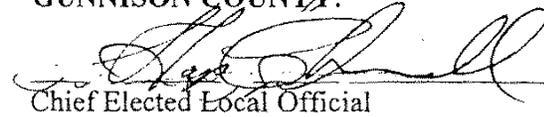
SHPO or Designee

Georgianna Contiguglia  
State Historic Preservation Officer

Typed Name and Title

2/13/06  
Date

GUNNISON COUNTY:



Chief Elected Local Official

HAP CHANELL

Vice-Chair, Board of County Commissioners

2-9-06  
Date

**Appendix B: Nomination Forms for listing on Gunnison  
County's Register of Historic Landmarks**

**Gunnison County Register of Historic Landmarks Nomination Form**

1. Address and Legal Description of Property.

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2. Provide a boundary description, including all lots and blocks within the boundaries.

---

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3. Common name of Property \_\_\_\_\_

SIGNIFICANCE (check appropriate categories and justify on next page)

Architectural significance:

- represents the work of important builder in our area
- possesses high artistic values
- represents a significant type, period or method of construction

Historical significance:

- associated with significant persons
- associated with significant events or patterns
- contributes to an historic district

Check here if this property is already registered on the State or National register and attach a copy of the nomination form for the state and/or National designation.

This landmark is being nominated for an Historic Landmark designation. I am the owner of the property described above, and hereby request placement of said property on the Gunnison County Register of Historic Properties. I have read Board of County Commissioners of Gunnison County Resolutions No. 93-32, 99-39, 05-28, and 05-35 as they may have been amended to date, (a copy of which is attached to this nomination form). I agree that if the nominated property is designated as a landmark, the property and I shall be subject to the provisions of Resolution 93-32, 99-39, 05-28, and 05-35, as they exist at the time of this nomination.

\_\_\_\_\_  
Print Name of Property Owner(s)

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Signature(s)                      Date

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Notary signature, date

(Seal)

Nominating Person if other than Owner of Property:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Signature                              Date

\_\_\_\_\_  
Telephone Number

## **NOMINATION JUSTIFICATION**

Please state why the property should be listed on the Gunnison County Register of Historic Landmarks. Please address the areas of significance you have identified on the preceding page. Attach additional sheets if necessary.

## Historic Building Nomination Form

Please provide the following information. If question is not applicable, write N/A.

1. Photographs of site and buildings.
2. Address and legal description:
3. Name of Builder/Architect \_\_\_\_\_
4. Describe architectural style and distinguishing features.
5. Date of Construction \_\_\_\_\_
6. Square footage \_\_\_\_\_ Number of stories \_\_\_\_\_
7. Building materials used:
8. Describe original and present uses:
9. Has the structure been moved from its original site? \_\_\_\_ If so, include information on where structure was moved from. Include date of relocation and reason for relocation.
10. Has the structure been altered? \_\_\_\_ If so, please describe. Include dates if possible.
11. Describe any associated buildings on the property.
12. Copies of research material used for nomination.
13. Attach a copy of the deed.
14. Provide a site plan with, at minimum, the following information:
  - a) Dimensions of the site/lot
  - b) Dimensions of the building(s) and setbacks from property lines
  - c) Location(s) of other structures on the site.

## **Appendix C: Alterations to a Property Listed on the Register**

### **Alterations to a Property Listed on the Register**

No person shall carry out or permit to be carried out, on a designated landmark any new construction, alteration, removal or demolition without first obtaining a Landmark Alteration Certificate for the proposed work. In addition, all other permits required by Local, State, or Federal authorities must be obtained.

An **ALTERATION** includes any change, addition or modification of any portion of the exterior of a building or designated feature. (Examples: changing a paint color, fencing, windows, siding, etc. which is visible from the public street or any other public place.)

Please see the Review Criteria for Alteration Certificates and the Secretary of the Interior's Standards for Rehabilitation.

#### **OBTAINING A LANDMARK ALTERATION CERTIFICATE**

**STEP 1.** Pick up the application for a Landmark Alteration Certificate at the Planning Office in the Gunnison County Courthouse. (Application was included in the original nomination packet.)

**STEP 2.** Complete the application and return the form to the Planning Office along with your Building Permit application.

**STEP 3.** The request will be reviewed by the GCHPC to ensure the work will not damage the historic value for which the property is listed on the register. The GCHPC will review the application using the criteria for allowable alterations.

**STEP 4.** The GCHPC shall within thirty (30) days approve, modify and approve, or disapprove the application for a Landmark Alteration Certificate. The applicant and the Board of County Commissioners will be notified of the determination in written form. An approved application will receive a Landmark Alteration Certificate through the Building Department.

#### **ACTIVITIES REQUIRING A LANDMARK ALTERATION CERTIFICATE:**

- All actions requiring a building permit on a designated historic landmark.
- Any action with the potential to change the historic character of the structure or property, including, but not limited to features designated on the nomination.

Plans for interior alteration will be reviewed at the request of an applicant, but review is not mandatory.

**Application for a Landmark Alteration Certificate**

1. Landmark Designation number from Gunnison County Register of Historic Landmarks: \_\_\_\_\_
2. Property owner name: \_\_\_\_\_ Telephone #: \_\_\_\_\_  
Address: \_\_\_\_\_
3. Applicant: \_\_\_\_\_ Telephone #: \_\_\_\_\_
4. Address of Property: \_\_\_\_\_
5. **Existing Conditions**  
Current Use:   \_\_\_Single Family Residence   \_\_\_Duplex   \_\_\_Multi Family  
                  \_\_\_Boarding Establishment   \_\_\_Commercial   \_\_\_Institutional  
                  \_\_\_Other(describe) \_\_\_\_\_
6. Is the Property listed on the National Register of Historic Places? \_\_\_Yes \_\_\_No
7. Is the Property Listed on the State Register of Historic Places? \_\_\_Yes \_\_\_No
8. **Proposed Action:**  
\_\_\_Alteration/Remodel/Repair           \_\_\_Addition   \_\_\_Demolition  
\_\_\_Moving                               \_\_\_New Construction
9. **Describe in detail all of the actions you plan to take on this Landmark:**

The following should be submitted with this application:

1. Photographs
2. Scaled drawings of plans
3. Elevations
4. Samples of finish materials
5. Names and addresses of the abutting property owners.

**AREA BELOW FOR USE BY GCHPC - DO NOT WRITE IN THIS AREA**

DATE RECEIVED \_\_\_\_\_

GCHPC REVIEW REQUIRED \_\_\_YES \_\_\_NO

ALTERATION APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_

ALTERATION NOT APPROVED FOR THE FOLLOWING REASONS:

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

## **Review Criteria for Alteration Certificates, Landmarks, Districts, and Exterior Alterations**

The Historic Preservation Commission shall issue a Landmark Alteration Certificate for proposed work on a designated historic landmark only if the Commission can determine the proposed work will not detrimentally alter, diminish, or adversely affect any architectural or landscape feature which contributes to the original historic designation. A prerequisite to approval of an alteration must be that the Commission finds the proposed development to be visually compatible with designated historic structures located on the landmark in terms of design, finish, material, scale, mass and height. When the subject landmark is in an historic district, the GCHPC must also find the proposed development is visually compatible with the development on adjacent properties.

The GCHPC will use the following criteria to make their recommendation:

1. The effect upon the general historic and architectural character of the structure, and property.
2. The architectural style, arrangement, texture and material used on the existing and proposed structures, and their relationship to and compatibility with other structures.
3. The size of the structure, the setbacks, the site, the location, and the appropriateness thereof when compared to existing structures and their sites.
4. The compatibility of accessory structures and fences with the main structure on the site, and with other structures.
5. The effects of the proposed work in creating, changing, destroying or otherwise impacting the exterior architectural features of the structures upon which such work is done.
6. The condition of existing improvements and if they are a hazard to public health and safety.
7. The effects of the proposed work upon the protection, enhancement, perpetuation and use of the property.
8. Compliance with the Secretary of the Interior's Standards for Rehabilitation. (Detailed discussions of the Secretary of the Interior's Standards are available in a booklet in the Western History Room of the Gunnison County Public Library.)

## **RELOCATING A STRUCTURE**

In addition to the Alterations Criteria, the GCHPC will use the following Criteria in considering Landmark Alteration Certificate applications for relocating: (1) a landmark, (2) a structure on a landmark site or (3) a structure onto a landmark site.

The GCHPC will use the following criteria to make their recommendation:

1. The structure cannot be rehabilitated or reused on its original site to provide for any reasonable beneficial use of the property.
2. The contribution the structure makes to its present setting.
3. The plans were specifically defined for the site to be vacated, and have been approved by the appropriate county entities.
4. The structure can be moved without significant damage to its physical integrity and the applicant can show the relocation activity is the best preservation method for the integrity of the structure.

5. The structure has demonstrated to be capable of withstanding the physical impacts of the relocation and re-siting.
6. A structure report, submitted by a licensed structural engineer, adequately demonstrates the soundness of the structure proposed for relocation.

For consideration of the new location, if within the County of Gunnison, the following will be reviewed:

Whether the building or structure is compatible with its proposed site and adjacent properties; and if the receiving site is compatible in nature with the structure or structures proposed to be moved.

1. The structure's architectural integrity and its consistency with the character of the neighborhood, or surrounding area.
2. Whether the relocation of the historic structure would diminish the integrity or character of the neighborhood or surrounding area of the receiving site.
3. If a relocation plan has been submitted and approved by the appropriate county entities. If necessary, a bond will have to be posted to ensure safe relocation, preservation and repair (if required) of the structure, site preparation and infrastructure connections as appropriate.

## **DEMOLITION**

If a demolition approval is granted on any basis other than that of an imminent hazard or economic hardship, a certificate will not be issued until a replacement/reuse plan for the property has been approved by the appropriate county entities.

**The GCHPC will use the following criteria to make a recommendation for total demolition:** (Applicants requesting a Certificate for Demolition must provide data to clearly demonstrate that the situation meets all of the criteria listed below.)

1. The structure proposed for demolition is not structurally sound despite evidence of the owner's efforts to properly maintain the structure; and
2. The structure cannot be rehabilitated or re-used on site to provide for any reasonable beneficial use of the property; and
3. The structure cannot be practically moved to another site in Gunnison County; and
4. The applicant demonstrates that the proposal mitigates to the greatest extent practical the following:
  - a) Any impacts that occur to the visual character of the area where the demolition is proposed to occur.
  - b) Any impact on the historic importance of the structure or structures located on the property and adjacent properties.
  - c) Any impact to the architectural integrity of the structure or structures located on the property and adjacent properties.
5. In the case of archaeological sites, consideration will be given to whether historical information can be recovered as part of the demolition process.

**The GCHPC will use the following criteria to make their recommendation for partial demolition:**

1. A partial demolition is required for the renovation, restoration and rehabilitation of the structure; and
2. The applicant has mitigated, to the greatest extent possible:

- a) The impact on the historic importance of the structure or structures located on the property.
- b) The impact on the architectural integrity of the structure or structures located on the property.

**Exemptions from a Landmark Alteration Certificate:**

If a Landmark Alteration Certificate request does not conform to the applicable criteria set forth in this section, the applicant may request an exemption from the certificate requirement. The applicant must provide adequate documentation and/or testimony to establish qualification for one of the exemptions listed below. The data provided by the applicant may be substantiated by either professionals in an applicable field, or by thorough documentation of how the information was obtained. The GCHPC may request additional information from the applicant as necessary to make informed decisions.

**The GCHPC will use the following criteria to make their recommendation for economic hardship exemption:**

1. The owner of the landmark qualifies for hardship relief and the designation should be amended or rescinded; hardship relief shall require that the existing certificate is unduly oppressive.
2. The consideration for economic hardship will not include any of the following circumstances:
  - a) willful or negligent acts by the owner;
  - b) purchase of the property for substantially more than the market value;
  - c) failure to perform normal maintenance and repairs;
  - d) failure to diligently solicit and retain tenants; or
  - e) failure to provide normal tenant improvements.

**The GCHPC will use the following criteria to make their recommendation for undue hardship:**

1. An applicant requesting an exemption based on undue hardship must show that the application of the criteria creates a situation substantially inadequate to meet the applicant's needs because of specific health and/or safety issues.

**Appendix D: Rescission or Amendment of Landmark  
Designation**

**Rescission or Amendment of Landmark Designation Form**

The property owner, the GCHPC or the Board of County Commissioners may make application for a rescission or amendment to the designation of a landmark. Upon receiving a recommendation from the GCHPC, the Board of County Commissioners, after notice and public hearing, will make a determination to approve or deny the application to rescind or amend a landmark designation.

1. Landmark designation number from Gunnison County Register of historic Properties: \_\_\_\_\_
2. Property owner name and address: \_\_\_\_\_

Please identify one of the areas listed below appropriate to the situation and explain in detail the reasons surrounding the request.

- \_\_\_ The landmark no longer has historic significance and the designation should be rescinded.
- \_\_\_ The landmark has changed or been changed in such a manner as to affect the historic significance and the designation should be amended to reflect that change.
- \_\_\_ The owner of the landmark qualifies for hardship relief and the designation should be amended or rescinded; hardship relief requires that the existing certificate is unduly oppressive.

Please use the space provided below to explain the request. The back side of this sheet may be used if necessary.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **Appendix E: The Secretary of the Interior's Standards for Rehabilitation**

1. The Property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historic development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. 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.
10. New additions and adjacent or related new construction shall 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.

## **Appendix F: Roadmap for Actions Associated with Historic Landmark Designation**

NOTE: This roadmap is a summary of actions outlined elsewhere in this document. It was added in January 2007 by the GCHPC and is intended as a guide. However, all actions by the GCHPC and BOCC will be in accordance with resolutions passed by the Board of County Commissioners.

### Roadmap:

- Applicant makes application for designation of his/her property to the Gunnison County Historical Commission (GCHPC).
  - The GCHPC will review the application, hold a public hearing and recommend approval or denial to the Gunnison Board of County Commissioners (BOCC).
  - The BOCC will:
    - A. Approve the application as submitted and recommended for approval by the GCHPC
    - B. Approve the application with modifications
    - C. Disapprove the application
  - If the application is approved by the BOCC:
    - A copy of the landmark designation certification will be filed with the Gunnison County Clerk and Recorder
    - The GCHPC will provide a plaque to be installed on the property and make a formal announcement in the local newspapers
  
- The owner of the designated property having agreed to conditions in the designation will:
  - Continue to use the property in a way that does not take away from its historical importance. This use would preclude any uses such as new construction, alteration, removal, demolition or relocating.
  - Before changing the property the owner will apply to the GCHPC for:
    - A. A landmark alteration certificate
      - a. The request for change will be evaluated by the GCHPC, hold a public hearing and approve, modify and approve, or disapprove the landmark alteration certificate
    - B. An exemption from the need for an alteration certificate because of economic hardship.
  - The applicant can:
    - A. Accept the decision of the commission
    - B. Appeal the decision to the BOCC
      - a. The BOCC will hold a public hearing and approve, modify and approve, or disapprove the landmark alteration certificate
    - C. Request of the GCHPC that the designation be amended or rescinded
      - a. The GCHPC will hold a public hearing and recommend to the BOCC to:
        - Rescind the designation because it no longer has historical significance
        - Amend the designation because the landmark has changed
        - Amend or rescind the designation because of hardship
        - Deny the application to rescind or amend
      - b. The BOCC will hold a public hearing and:
        - Rescind the designation because it no longer has historical significance
        - Amend the designation because the landmark has changed
        - Amend or rescind the designation because of hardship
        - Deny the application to rescind or amend