



City of Cortez
Service Center
110 West Progress Circle
Cortez, CO 81321

CITY OF CORTEZ HISTORIC PROPERTY NOMINATION FORM

Name of Structure: _____

Address or Location of Structure: _____

Applicant's Name: _____

Applicant's Mailing Address: _____

Applicant's Phone Number: _____ Date of Application: _____

PLEASE ATTACH THE FOLLOWING: (Please type name of property on each sheet. You may use one sheet for all items, or several sheets.)

1. A copy of document(s) proving ownership of the property and stating legal description of location and boundaries.
2. A statement describing the history of the structure (i.e. year built, and any renovations over time, etc),
 - Attach a description and photo of the *current appearance* of the property and boundaries of the historic structure.
 - Attach a description and photo (if available) of the *original appearance* of the property and boundaries of the historic structure, site, or district.
3. Description of the characteristics of the structure which justify its designation and a description of the particular features that should be preserved
4. A description of the structure's historical significance in regards to the criteria listed above (architectural, cultural, geographic, or environmental).
5. Three letters of support.
6. Application fee of \$75.
7. Copies of the State Site Forms. (Please be aware that you will be required to obtain a Site Number from the State Historic Preservation Office.)

Owner/Applicant Signature

Date



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CITY OF CORTEZ HISTORIC PROPERTY NOMINATION FORM CONT'D

To assist you in completing the application for a historic property, please be aware of the criteria as noted in the City of Cortez Land Use Code. Per Section 6.19 of the Land Use Code, to be considered for historic designation, structures must be at least fifty (50) years old and meet one (1) or more of the following criteria for architectural, cultural or geographic/ environmental significance. A structure can be exempted from the age standard if the council finds it to be exceptionally important in other criteria.

- a. Architectural:
 - 1. Exemplifies specific elements of an architectural style or period;
 - 2. Is an example of the work of an architect or builder who is recognized for expertise nationally, state-wide, regionally or locally;
 - 3. Demonstrates superior craftsmanship or high artistic value;
 - 4. Represents an innovation in construction, materials or design;
 - 5. Represents a built environment of a group of people in an era of history;
 - 6. Exhibits a pattern or grouping of elements representing at least one (1) of the above criteria;
 - 7. Is a significant historic remodel.

- b. Cultural:
 - 1. Is a site that of historic event that had an effect upon society;
 - 2. Exemplifies cultural, political, economic or ethnic heritage of the city; or
 - 3. Is associated with a notable person or the work of a notable person.

- c. Geographic/Environmental:
 - 1. Enhances the sense of identity of the city; or
 - 2. Is an established and familiar natural setting or visual feature of the City.

Each application for historic designation shall include a description of the characteristics of the structure, site, or historic district which justify its designation and a description of the particular features that should be preserved, and shall include a legal description of the location and boundaries of the historic structure, site or district.

Please remit completed application to the Director of Planning and Building at the Service Center located at 110 W. Progress Circle, Cortez, CO 81321. Please call 970-565-7320 with any questions.