



MINUTES

City of Flagstaff

HERITAGE PRESERVATION COMMISSION

4:00 PM – Wednesday, February 20, 2013

Flagstaff City Hall, **Staff Conference Room**, 211 W. Aspen Avenue



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Carrie Nelson 928-213-2919 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

Chairman Paradis called the meeting to order at 4:05 p.m.

COMMISSION MEMBERS:

Tom Paradis, Chair, *present*
Lynne Corbin, *present*
Jonathan Day, *absent-excused*
Laurel Dunn, *present*
Rich Rummel, *present*
Phil Scandura, *absent-excused*
David Zimmerman, *present*

CITY STAFF:

Karl Eberhard, Staff Liaison, *present*
Carrie Nelson, Recording Secretary, *present*

Others Present: Patty Ashbrook, Sara Herron, Kevin Peterson, Pat Stein, Duffie Westheimer, and Taylor Wujick.

I. PRELIMINARY GENERAL BUSINESS

1. PUBLIC COMMENT

- a. *(At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.)*

None

2. ANNOUNCEMENTS

- a. *(Reconsiderations, Changes to the Agenda, and other Preliminary Announcements)*

None

3. APPROVAL of MINUTES.

Regular Meeting of October 17, 2012

These minutes were approved at the November 21, 2012 regular meeting.

II. OLD BUSINESS

(Continued, postponed, and tabled items.)

1. Historic Facades & Signs Grant Program

City Staff: Karl Eberhard, HPO

REQUESTED ACTION: Review, discuss, and provide direction.

The Commission will review grant guidelines, discuss their content and development, and provide direction to staff for updates as appropriate.

RECOMMENDED ACTION: Review, discuss, and provide direction.

Mr. Eberhard took the Historic Facades and Signs Grant Program changes to the City Legal Department. The Legal Department came back with seven-eight changes.

Legal suggested putting language in application regarding keeping projects intact for a number of years decided upon by the Commissioners. Mr. Eberhard will come back to the commissioner for a final approval of the updated Historic Facades & Signs Grant Program.

III. NEW BUSINESS

1. Risser Residence

Address: 609 W. Birch Avenue
Property Owner: Eric and Lori Risser
City Staff: Karl Eberhard, HPO

REQUESTED ACTION: Certificate of Appropriateness.

This is a proposal for exterior renovations including new roofing, siding and windows; two small stoop additions; a 600 square foot addition on the rear elevation; and to demolish the existing detached garage and to construct a new detached garage. The project is located in the Townsite Historic District and is a contributing structure in the Townsite National Register Historic District. A Cultural Resource Study is included with the application.

RECOMMENDED ACTION: Approve Certificate of Appropriateness.

Ms. Sarah Herron, Herron Interior Design introduced herself and gave a brief proposal for the renovations that include new roofing, siding and windows; two small stoop additions; a 600 square foot addition on the rear elevation; and to demolish the existing detached garage and to construct a new detached garage.

MOTION:

Commissioner Rummel made a motion to give Mr. Eberhard the Consent Calendar with a provision that if details change and affect in any adverse way then the Commissioners' would look at it again. Commissioner Dunn seconded the motion; the motion passed unanimously.

2. Historic Facades and Signs Grant – Christian Science Church

Address:	619 W. Birch Avenue
Property Owner:	Christian Science Society
City Staff:	Karl Eberhard, HPO

REQUESTED ACTION:	Approve Grant in the amount of \$750
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This is a request to receive a grant toward stripping and repainting the steeple, fascia, trim, and gable ends. The project is located in the Townsite Historic District and is a contributing structure in the Townsite National Register Historic District.

RECOMMENDED ACTION:	Determine if work meets grant guidelines. If the Commission approves the grant, the following conditions are recommended: Work must be complete and grant funds must be invoiced to the City within one year.
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Ms. Patty Ashbrook, Christian Science Church Representative gave a brief description of their request to receive a grant toward stripping and repainting the steeple, fascia, trim, and gable ends.

MOTION:

Commissioner Zimmerman made a motion to deny the application based on criteria we found to be routine maintenance and not in guidelines. Commissioner Corbin seconded the motion; motion passed unanimously.

IV. CONCLUDING GENERAL BUSINESS

1. REPORTS

- a. Staff Report – Review of projects approved by staff consent.

None

2. ANNOUNCEMENTS

(Informal Announcements, Future Agenda Items, and Next Meeting Date)

Tourism Home Update – the property will be cleaned up.

- a. Next Regularly Scheduled Meeting: March 20, 2013

Chair Paradis and Commissioner Corbin will not be here for the next meeting. The Staff will either reschedule for the week after or cancel the meeting. Future Agenda Items

ADJOURNMENT

The meeting adjourned at 5:25 p.m. by unanimous consent.