



# MINUTES

## City of Flagstaff

### HERITAGE PRESERVATION COMMISSION

4:00 PM – Wednesday, August 21, 2013

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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

Chair Paradis called the meeting to order at 4:04 p.m.

#### COMMISSION MEMBERS:

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

#### CITY STAFF:

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

#### 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)*

Mr. Eberhard introduced Michelle Book to the Commission. Ms. Book will be serving as the new recording secretary for the Commission.

**3. APPROVAL of MINUTES.**

Regular Meeting of April 17, 2013

**MOTION:**

Commissioner Corbin moved to approve the April 17, 2013 regular meeting minutes. Commissioner Day seconded the motion; the motion passed unanimously.

**II. OLD BUSINESS**

*(Continued, postponed, and tabled items.)*

None

**III. NEW BUSINESS**

**1. Birch Tattoo Mural**

Address: 11 W. Birch Avenue

Assessor's Parcel Number: 03-100-19-016R

Property Owner: Sandi Mattingly

Applicant: Todd Matyas

City Staff: Karl Eberhard, HPO

REQUESTED ACTION: Certificate of No Effect

This is a proposal to install a mural on the east wall of the establishment.

RECOMMENDED ACTION: Consider appropriateness and act on the request for a Certificate of No Effect.

Ms. Sara Holloway, in Mr. Matyas' absence reviewed the details and answered questions regarding the mural picture by artist Sean Griffin. Commissioner Day offered a suggestion of adding needles to the pine tree (top right of mural).

**MOTION:**

Commissioner Zimmerman moved to approve the Certificate of No Effect. Commissioner Rummel seconded the motion; the motion passed unanimously.

**IV. CONCLUDING GENERAL BUSINESS**

**1. REPORTS**

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

Mr. Eberhard approved on consensus the following projects:

- Ishmen Properties, L.L.C., 823 W. Aspen Ave. – Construct 8' x 6' pre-fabricated metal storage shed.

- Late for the Train, 22 E. Birch St. – Move (non-conforming) sign from their old location to their new location.
- Flagstaff Birth & Women’s Center, 401 W. Aspen Ave. – Install standard sign between two poles.
- Franklin Lonnie K & Kathleen S JT, 401 N. San Francisco – Install sign utilizing natural stone and the existing rock.
- Fleming Brothers L.L.C., 7 N. Leroux St. – Tenant improvements for new restaurant. Includes reconstructing storefront and the removal/replacement of old awning and sign.
- Flagstaff Historic Properties, Inc., 102 E. Route 66 – Tenant improvements for new restaurant. Includes removal/replacement of windows and entryway will be replace to original pre-2002 entry configuration.
- F.W. Thompson, 100 N. Humphreys – Refreshing old plans.

**2. ANNOUNCEMENTS**

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

Informal Announcements:

- Watch for invites for Board and Commission training (must attend one per term).
- Mr. Eberhard will be handing out new board and commission introductory packets.
- Commissioner Zimmerman e-mailed Mr. Eberhard a copy of the Route 66 Road Corridor presentation program assessment study.
  - a. Next Regularly Scheduled Meeting: September 18, 2013
  - b. Future Agenda Items

**ADJOURNMENT**

The meeting adjourned at 4:41 p.m. by unanimous consent.