



# MINUTES

## City of Flagstaff

### HERITAGE PRESERVATION COMMISSION

4:00 PM – Wednesday, January 15, 2014

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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 Michelle Book 928-213-2906 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

#### CALL TO ORDER

Commissioner Paradis called the meeting to order at 4:03 p.m.

#### COMMISSION MEMBERS:

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

#### CITY STAFF:

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

Others Present: Kimberly Proa, Annie Lutes, Duffie Westheimer, Manual Montoya, Josh Edwards, Heidi Hansen, Kathy Hales, and Mark DiLucido

#### 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 November 20, 2013

#### **MOTION:**

Commissioner Dunn moved to approve the November 20, 2013 regular meeting minutes with the following changes:

Commissioner Dunn requested item 8 motion be amended to read, "Commissioner Corbin made a motion to accept the Phase I Cultural Resource study and require that a Phase II Cultural Resource Study be prepared as recommended by the author."

Commissioner Zimmerman requested that his attendance be amended to "absent excused" as he had given prior notice that he would be absent.

Commissioner Zimmerman seconded the motion; the motion was passed unanimously.

### **II. OLD BUSINESS**

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

None

### **III. NEW BUSINESS**

#### **1. Historic Facades and Signs Grant – Montoya Residence**

Address:	314 s. Leroux
Assessor's Parcel Number:	103-12-005 & 6
Property Owner:	Margie Lopez / Manuel Montoya
Applicant:	Manuel Montoya
City Staff:	Karl Eberhard, HPO

REQUESTED ACTION: Approval - \$2,900 in HF&S Grant funding.

This is a request to fund the replacement of windows with preservation appropriate new energy efficient wood frame windows. The property is not identified as contributing to the Flagstaff Southside National Register Historic District. There is a front house and the subject house located at the rear (visible from alley). Based on owner reported historic context, the subject house may be eligible. Work includes two incorrect casement windows (\$3,000) to meet egress requirements.

RECOMMENDED ACTION: Not funding the casement windows, approve \$1,428 in HF&S Grant funding with an option: If the owner can get historically correct double hung windows in lieu of the two casement windows, approve \$2,928 in HF&S Grant funding. Include a condition that funds not collected in one year are forfeit.

**MOTION:**

Commissioner Scandura made a motion to approve **Historic Facades and Signs Grant** funding in the amount of \$2,258.50 for double hung windows as in original building design with the condition that funds not collected in one year are forfeit. Commissioner Zimmerman seconded the motion; the motion passed unanimously.

**2. Discussion – Train Station Platform**

Address:	1 E. Route 66
Assessor's Parcel Number:	100-44-003C
Property Owner:	City of Flagstaff
Applicant:	City of Flagstaff
City Staff:	Karl Eberhard, HPO

REQUESTED ACTION: Discussion, recommendation to BPAC for funding in the amount of \$300,000.

This is a request to consider recommending BPAC funding for the refurbishment of the Train Station Platform. This proposed project would re-install the historic brick platform over a new base layer with a new under-drainage system. The amount exceeds the limits of the Historic Facades and Signs Grant program, though it is otherwise similar, and hence the action seeks HPC recommendations only. Note also that this is a City of Flagstaff project, which under the HF&S Grant Program requires extraordinary circumstances. Other funding not being plentiful and the need being immediate, a less expensive solution may be selected.

RECOMMENDED ACTION: Recommend BPAC funding in the amount of \$300,000.

**MOTION:**

Commissioner Zimmerman made a motion that the Historic Preservation Commission finds that it is in the best interest of preservation and the City of Flagstaff to recommend the stabilization of the Train Station Platform following the scope of work presented and the reuse of as much original material as possible and the replacement of any damaged bricks or materials with age similar bricks as possible within the proposed \$300,000 budget.

Commissioner Corbin 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 shared a picture of the modified Rendezvous sign at the Monte Vista Hotel that was previously approved by the commission.
  - Mr. Eberhard approved on consent to the paint colors for the building located at 105 N. Beaver.
  - Mr. Eberhard informed the Commissioners that the Planning and Zoning Commission approved the LDRO designation and will be moving onto council on February 4<sup>th</sup>. Mr.

Eberhard asked Chair Paradis and the members of the Historic Preservation Commission to attend the next City Council meeting to support the LDRO designation.

- Mr. Eberhard requested an update on the Route 66 signs status from Mr. DiLucido. Mr. DiLucido updated the Commissioners.
- Mr. Eberhard provided a brief overview of the intent to form a Downtown Revitalization District that was recently approved by City Council. Mr. Eberhard stated that the staff report is available online for anyone who would like more information on the Downtown Revitalization District.

## **2. ANNOUNCEMENTS**

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

- a. Next Regularly Scheduled Meeting: February 19, 2014
- b. Future Agenda Items

## **ADJOURNMENT**

The meeting adjourned at 5:11 p.m. by unanimous consent.