



# APPROVED MINUTES

## City of Flagstaff

### HERITAGE PRESERVATION COMMISSION

4:00 PM – Wednesday, April 16, 2014

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



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

#### CALL TO ORDER

##### COMMISSION MEMBERS:

Tom Paradis, Chair, *present*  
Phil Scandura, Vice Chair, *present*  
Lynne Corbin, *present*  
Laurel Dunn, *present*  
David Zimmerman, *present*  
Vacant (Historic Property Owner)  
Vacant (At-Large)

##### CITY STAFF:

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

*Others present: Mark Di Lucido, Duffy Westheimer, Sky Black*

#### 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 February 19, 2014

*Commissioner Corbin requested New Business item No. 1 Directions be amended to read "After a brief discussion the consensus of the Commission was to suggest..." and Reports first bulleted item be amended to read "Mr. Eberhard approved on consent the sign permit for the Artist Gallery door sign at 7 E. Aspen Ave next to the Downtown Diner."*

#### ***MOTION:***

*Commissioner Scandura motioned to approve the February 19, 2014 regular meeting minutes. Commissioner Zimmerman seconded the motion; the motion passed unanimously.*

## **II. OLD BUSINESS**

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

### **1. Discussion: Flagstaff Area Regional Land Use and Transportation Plan Update**

City Staff: Jennifer Mikelson, Associate Planner

REQUESTED ACTION: Hear presentation, discuss, and provide direction as appropriate.

The Flagstaff Comprehensive Planning team continues to work with the community, including City Boards and Commissions, on an update of the City's general plan. In this update, Community Development Staff will present an overview of the final draft for review and comment by the Commission.

RECOMMENDED ACTION: Hear presentation, discuss, and provide direction as appropriate.

#### ***DIRECTION:***

*There were no questions asked by either the Commissioners or the Public and no additional direction was given for this item.*

## **III. NEW BUSINESS**

### **1. Certificate of No Effect – Orpheum Theatre Mural**

Address:	15 W. Aspen Avenue
Assessor's Parcel Number:	100-20-025
Property Owner:	City of Flagstaff
Applicant:	Orpheum Holdings
City Staff:	Karl Eberhard, HPO

REQUESTED ACTION: Approval – Certificate of No Effect.

This is a proposal for a mural on the east (alley) wall of the theatre building. The mural is proposed for the entire length and height of the wall. The project is located in the Downtown Overlay Zone (historic district) and is a contributing structure of the Railroad Addition National Register Historic District. A Cultural Resource Study was

not required for this application. An image of the mural concept is transmitted with the electronic version of the agenda.

RECOMMENDED ACTION: Approve – Certificate of No Effect.

***MOTION:***

*Commissioner Scandura motioned to approve a Certificate of No Effect with conditions:*

- 1. Following the prep work the actual mural work does not start until funding is secured.*
- 2. White background of mural to be the surface of the building after the prep work is completed.*
- 3. If in the course of prepping the surface a ghost sign is discovered the work will stop and the Historic Preservation Officer will be notified for a consultation.*

***AMENDMENT TO THE MOTION:***

*The north half of the mural, where the piano is, shall be completed first.*

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

**4. Discussion – Inventory of Historic Signs**

Address:	Varies
Property Owner:	Varies
City Staff:	Karl Eberhard, HPO

REQUESTED ACTION: Discussion only.

This is a discussion about developing an inventory of historic signs in Flagstaff. The discussion may include many ideas including but not limited to definition, identification, format, budget, workload, and use. Discussion of possible grant.

RECOMMENDED ACTION: Discussion only.

***DISCUSSION:***

- 1. Hire a firm to take the inventory/evaluation of all historic signs in Flagstaff.*
- 2. There may be some grant money that can go towards this project.*
- 3. Commissioner Zimmerman will begin this process by inquiring about the estimated costs to capture the data.*

**IV. CONCLUDING GENERAL BUSINESS**

**1. REPORTS**

- a. Staff Report – Review of projects approved by staff consent.*
  - Mr. Eberhard gave an update on Tourist Home.*
  - Mr. Eberhard gave an update on Grandma's house.*

**2. ANNOUNCEMENTS**

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

a. Next Regularly Scheduled Meeting: May 21, 2014

*b. Future Agenda Items*

*None*

**ADJOURNMENT**

*The meeting was adjourned at 5:39 pm by unanimous consent.*