



# Approved Minutes

## City of Flagstaff

### HERITAGE PRESERVATION COMMISSION

#### 4:00 PM – Wednesday, April 19, 2017

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Flagstaff City Hall, **Staff Conference Rm.** (upstairs), 211 W. Aspen Avenue

**CALL TO ORDER** Chair Scandura called the meeting to order at 4:00 pm.

COMMISSION MEMBERS: Phil Scandura, Chair, **present**  
Jonathan Day, Vice Chair, **present**  
Josh Edwards, **present**  
Kurt Brydenthal, **present**  
Charlie Webber, **present**  
Jerry McLaughlin, **present**  
Vacant

CITY STAFF: Karl Eberhard, Staff Liaison  
Deborah Cargill, Recording Secretary

#### **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.)*

##### **2. ANNOUNCEMENTS**

a. *(Reconsiderations, Changes to the Agenda, and other Preliminary Announcements) None*

##### **3. APPROVAL of MINUTES.**

Regular Meeting of March 15, 2017.

Commissioner Brydenthal moved to approve the minutes. Commissioner Webber seconded the motion; the motion passed unanimously with noted correction.

Correction: Under members present, Jonathan Day was not present.

**II. OLD BUSINESS**

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

**1. Cultural Resource Study – Fat Olive’s Parking Lot**

Address: 2310 E. Route 66  
Assessor’s Parcel Number: 107-04-004  
Property Owner: Conley Properties, LLC  
Applicant: John Conley  
City Staff: Karl Eberhard, HPO  
REQUESTED ACTION: Accept the Historic Resource Study

The applicant is seeking to develop a small parcel into a parking lot. There is a small craftsman bungalow cottage on the property that is proposed to be demolished. The property is not located in a National Register historic district and is not located in a local historic overlay district. The Applicant’s Phase 1 Historic Resource Study is attached.

RECOMMENDED ACTION: Accept the Historic Resource Study: However, allow HPO to approve minor typographical corrections.

Comments by John Conley – *John has made every effort to sell/dispose of the property, no takers.*

Comments by Lynn Neal of Enviro Systems – *Agrees with CI staff assessment. Due to the surrounding structures, the house no longer has context to its surroundings.*

**MOTION:** *Commissioner McLaughlin moved to accept the Historic Resource Study. Commissioner Brydenthal seconded the motion; motion passed with Commissioner Edwards casting a dissenting vote.*

**III. NEW BUSINESS**

**1. None**

**IV. DISCUSSION ITEMS**

**1. Old Town Springs Interpretative Signage**

**Address:** 907 Lower Coconino Avenue  
Assessor’s Parcel Number: 100-31-007, 100-31-008A0 and 100-32-020C  
Presenter: Mark DiLucido, CD&R Administrator  
City Staff: Karl Eberhard, HPO  
REQUESTED ACTION: Hear presentation, discuss, provide comments.

The Beautification and Public Art Commission, working with the La Plaza Vieja Neighborhood Association, is developing interpretive signs for the Old Town Springs. The comments and suggestions of the Heritage Preservation Commission regarding the project design and sign content are sought.

RECOMMENDED ACTION: Hear presentation, discuss, provide comments.

**Comments of the Commission:**

- The signs look great. A good job of integrating the HPC's comments.
- The readability of the signs was addressed.

**Suggestions:**

- Add a star that states, "You are Here".
- The railroad plaque, change the reading flow of the text. It is not apparent in which order to read the columns.
- For the La Plaza Vieja plaque, middle paragraph, it may be more appropriate to address the contributions the people made to Flagstaff rather than the fact that they did babysitting.

**Code Enforcement Discussion**

Presenter: Reggie Eccleston, Code Enforcement Manager

City Staff: Karl Eberhard, HPO

REQUESTED ACTION: Hear presentation, discuss, provide comments.

At the request of the Heritage Preservation Commission, this is a general discussion of code enforcement in Flagstaff with an emphasis on violations of the Heritage Preservation Chapter of the Zoning Code. The discussion may include past cases, updates on current investigations, and discussions of process.

RECOMMENDED ACTION: Hear presentation, discuss, provide comments.

Dan Folke – Discussed some of the items that may constitute a violation. His department is open to questions and enquiries from HPC or members of the public.

Any compliance issues, contact Reggie Eccleston who will attend next month's meeting.

**IV. REPORTS**

**1. Consent Calendar (Administrative) Approvals – *These administrative approvals are for the purpose of receiving coaching and advise from the commission for future approvals.***

- i. Letter Report Historic Resource Study – 821 W Riordan Road
- ii. Letter Report Archeological Resource Study – 909 S Fourth Street
- iii. Certificate of No Effect – 214 N Sitgreaves Street
- iv. Certificate of No Effect – 12 N Beaver Street
- v. Letter Report Archeological Resource Study – 8000 E Picture Canyon Trail.

**V. ANNOUNCEMENTS**

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

- a. Next Regularly Scheduled Meeting: May 17, 2017
- b. Future Agenda Items None

**VI. ADJOURNMENT – At 5:34 p.m. by unanimous consent.**