



Approved Minutes

City of Flagstaff

HERITAGE PRESERVATION COMMISSION

4:00 PM – Wednesday, November 15, 2017

Flagstaff City Hall, **Council Chambers**, 211 W. Aspen Avenue

CALL TO ORDER Vice Chair Scandura called the meeting to order at 4:01 pm

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

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

I. PRELIMINARY GENERAL BUSINESS

1. PUBLIC COMMENT

- a. Dawn Tucker introduced herself to the commission and stated that she is the new Executive Director of Friends of Flagstaff. Dawn stated she is familiar with City Council and Planning and Zoning, but she plans to attend many different types of commission meetings in order to get a more comprehensive view of what is happening in city government.

2. ANNOUNCEMENTS

- a. *None*

3. APPROVAL of MINUTES.

- a. Regular Meeting of August 30, 2017.

MOTION: *Commissioner Brydenthal moved to accept the minutes as written. Commissioner Day seconded the motion. The motion passed unanimously.*

II. OLD BUSINESS

None

III. **NEW BUSINESS**

1. **Phase 1 - Historic Resource Study – Knight’s Inn**

Address: 224 S. Mike’s Pike
Assessor’s Parcel Number: 103-06-008A
Property Owner: Chetna Hospitality, LLC
Applicant: Cornerstone Environmental, Josh Edwards
City Staff: Karl Eberhard, HPO
REQUESTED ACTION: Accept the Historic Resource Study

The applicant is seeking to demolish an existing motel and construct a new motel. The study inconclusively discusses significance, identifies significant features and evaluates whether or not the significant features exist. It concludes that the significant features do not exist and that the property therefor lacks integrity. As such, further consideration of the property as a resource is unwarranted.

RECOMMENDED ACTION: Accept the Historic Resource Study

Josh Edwards presented his proposal regarding this property and his reasons for coming to a different conclusion than the report by Thomason and Motley regarding the historical significance of the building.

MOTION: *Commissioner Day moved to accept the Resource Study with Karl overseeing the correction of minor typographical changes. Commissioner Webber seconded the motion. The motion passed unanimously.*

2. **Landmark Designation – J.M. Brannon/Thomas Devine Residence**

Address: 209 E Cottage Avenue
Assessor’s Parcel Number: 104-01-048
Property Owner: Jonathan Day
Applicant: Heritage Preservation Commission
City Staff: Karl Eberhard, HPO
REQUESTED ACTION: Recommend that the City Council apply the Landmarks Overlay Zone to parcel 103-07-021B.

This is a request to rezone parcel 104-01-048 (J.M. Brannon/Thomas Devine Residence) to the Landmarks Overlay Zone. This would make future development on the property subject to the Design Standards and Guidelines of the Landmarks Overlay Zone and subject to approval by the Heritage Preservation Commission. The recommendation of the Heritage Preservation Commission, along with a recommendation from the Planning and Zoning Commission, will be presented to the City Council for use in

their review and consideration of the rezoning request. A Staff Report has been prepared for this item and will be provided prior to the Commission meeting. The meeting of the Heritage Preservation Commission will serve as the required neighborhood meeting.

RECOMMENDED ACTION: Recommend that the City Council apply the Landmarks Overlay Zone to parcel 104-01-048.

Commissioner Day recused himself from this discussion and vote due to a conflict of interest. Per the HPO (Historic Preservation Officer), this property is eligible. It meets the zoning code requirement A because the property is already on the historic register.

MOTION: *Commissioner Webber made a motion that the landmark overlay zone be applied to this parcel (104-01-048). Commissioner McLaughlin seconded the motion. The motion passed. (4-0).*

IV. DISCUSSION ITEMS

1. None

V. REPORTS

1. Administrative Approvals
 - a. CRS Letter Report – 373 S Fourth Street
 - b. CRS Letter Report – 6501 N Rain Valley Road
 - c. Minor Remodel/Repair – 220 W Cherry Avenue
 - d. Minor Remodel/Repair – 15 N Park Street
 - e. Sign – 5 W Cherry Avenue
 - f. Sign – 123 W Birch Avenue
 - g. Sign – 18 N San Francisco Street
 - h. Sign – 104 E Route 66

The HPO reviewed all administrative approvals, methodologies, and blueprints, as appropriate, used for the reviews as well as the details of the review/approvals.

VI. ANNOUNCEMENTS

- a. Next Regularly Scheduled Meeting: December 20, 2017
- b. The commission plans on meeting in early January. Karl will email the commissioners if anything shows up that needs their attention for the regularly scheduled December meeting.

VII. ADJOURNMENT Chair Scandura adjourned the meeting at 4:42 pm.