



**Approved MINUTES**  
**City of Flagstaff**  
**HERITAGE PRESERVATION COMMISSION**  
**4:00 PM – Wednesday, September 19, 2018**

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

**CALL TO ORDER: 4:10**

COMMISSION MEMBERS: Phil Scandura, Chair, [Present](#)  
Jonathan Day, Vice Chair, [Present](#)  
Charlie Webber, [Absent](#)  
Jerry McLaughlin, [Present](#)  
David Hayward [Present](#)  
Open  
Open

CITY STAFF: Tiffany Antol, Staff Liaison  
Deborah Cargill, Recording Secretary

**I. PRELIMINARY GENERAL BUSINESS**

**1. PUBLIC COMMENT**

a. [None](#)

**2. ANNOUNCEMENTS**

a. [Sara Dechter will be co-liaison with Tiffany Antol.](#)

**3. APPROVAL of MINUTES.**

a. [Regular Meeting of August 15, 2018.](#)

**MOTION:** [Commissioner Day moved to accept the minutes of August 15, 2018.](#)  
[Commissioner McLaughlin seconded the motion. Commissioner Hayward asked that Page 3, Bullet 3 be amended from "a structural report or analysis" to "a review by the building department. The motion passed unanimously 4-0.](#)

**II. Old Business:**

**1. Certificate of No Effect – 615 W. Birch Avenue**

Address: 615 W. Birch Avenue  
Assessor's Parcel Number: 100-16-008 B

Property Owner: Alphabet Trees, LLC  
Applicant: Sky Black, Josh Chance  
City Staff: Mark Di Lucido, CD&R Project Administrator  
REQUESTED ACTION: Approve a Certificate of No Effect

Artist Sky Black, is the applicant. Proposed location is the alley between Bonito and Mogollon Streets and Birch and Aspen Avenues. Project consists of a mural and landscaping of the alley. Because this project is in the Town site Historic District, a Certificate of no Effect from the city's Heritage Preservation Commission is required in addition to the BPAC's approval.

RECOMMENDED ACTION: Approve a Certificate of No Effect

The applicants gave a brief description of the project. The focus of the project is to improve the space with a mural and landscaping of the berm. A member of the commission asked if this project had been reviewed against the requirements for a Town site Historic District. Mark stated that yes, it had been and that the posting requirements had been met.

**MOTION:** Commissioner Day made a motion to approve a Certificate of No Effect for 615 W. Birch. Commissioner McLaughlin seconded the motion. The motion passed unanimously 4-0.

### **III. New Business:**

#### **1. Certificate of No Effect – Downtown Tree-well Benches, Various Locations in the Railroad Addition Historic District**

Address: Various  
Assessor's Parcel Number: N/A  
Property Owner: City of Flagstaff  
Applicant & City Staff: Mark Di Lucido, CD&R Project Administrator  
REQUESTED ACTION: Approve a Certificate of No Effect

Proposed benches would replace existing tree grates and portions of concrete pavers adjacent to downtown tree wells. These installations would remediate some heaved pavement locations, allow for the installation of seasonal annuals to help beautify the downtown, and replace some existing benches in need of

repair. Within the Historic District there are 26 possible locations, depending on pedestrian clear-zone widths and clearance to existing underground utilities.

RECOMMENDED ACTION: Approve a Certificate of No Effect

The bench is a good addition to the district and is compatible with other items such as streetlights. The Benches will fit in the actual tree well area including the curb and pavers. The benches will alleviate the heaving of the pavers. The tree well benches can be placed in approximately 40 locations. There are three constraints to where the tree wells can be located. Width of the sidewalk or pedestrian clear zones, utilities, and the Downtown Business Alliance.

**MOTION:** Commissioner Hayward made a motion to approve a Certificate of No Effect for the tree well benches. Commissioner McLaughlin seconded the motion. The motion passed unanimously 4-0.

**3. Certificate of No Effect – Walk the Talk Audio Tour signs, Various Locations in the Railroad Addition and Southside Historic Districts**

Address: Various  
Assessor’s Parcel Number: N/A  
Property Owner: City of Flagstaff  
Applicant & City Staff: Mark Di Lucido, CD&R Project Administrator  
REQUESTED ACTION: Approve a Certificate of No Effect

This project is the walking audio tour component of a larger, city-wide project that commemorates Route 66. The Walk the Talk program includes sign blades mounted on posts at selected locations along Phoenix Avenue and Mike’s Pike. The sign blades would point out notable Route 66 locations and civic amenities and provide a phone number to call to hear oral histories about these locations. Within the two Districts no more than 10 locations are planned.

RECOMMENDED ACTION: Approve a Certificate of No Effect

The commission heard the presentation on the audio tours. It was noted that the signs would be placed on their own poles and that the signs would be double sided. It was also noted that the name has been changed to “Walk this Talk” because the URL for Walk the Talk could not be obtained. Sign standards are within the zoning code. The commission would like the signs to look good (blend well) with the downtown area. The downtown zone code does not apply to the right of way. A color for the sign has not yet been determined.

The commission would like to have a completed sign brought back before the commission before installation in the spring. This is not a condition of the approval.

**MOTION:** Commissioner McLaughlin made a motion to approve a Certificate of No Effect for the Walk this Talk Audio signs. Commissioner Day seconded the motion. The motion passed unanimously 4-0.

**IV. REPORTS:**

1. Consent Approvals: **None**

**V. ANNOUNCEMENTS**

1. Next Regularly Scheduled Meeting: October 17, 2018
2. Commissioner Day: What about the two vacancies on the commission? Tiffany Antol and Sara Dechter have been reaching out to different parties attempting to get the vacancies filled.
3. Commissioner Day knows of a very qualified person who put in an application at least six months ago. Commissioner Day will speak with Tiffany to see about getting this issue resolved.
4. Commissioner McLaughlin will not be at the October meeting.

**VI. ADJOURNMENT: 5:00 pm**