



Minutes **DRAFT**

City of Flagstaff

HERITAGE PRESERVATION COMMISSION

4:00 PM – Wednesday, May 15, 2019

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



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Deborah Cargill 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 Chairman Hayward called the meeting to order at 4:00 PM

COMMISSION MEMBERS: David Hayward, Chair, [Present](#)
Jonathan Day, Vice Chair, [Present](#)
Charlie Webber, [Absent](#)
Jerry McLaughlin, [Present](#)
Emily Dale, [Present](#)
Jill Hough, [Present](#)
Caitlin Kelly, [Present](#)

CITY STAFF: Sara Dechter, Staff Co-Liaison, [Present](#)
Becky Cardiff, 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.)

[None](#)

2. ANNOUNCEMENTS

- a. (Reconsiderations, Changes to the Agenda, and other Preliminary Announcements)

[None](#)

3. APPROVAL of MINUTES.

a. Regular Meeting of April 17, 2019.

MOTION: Commissioner McLaughlin moved to approve the minutes as submitted. Commissioner Dale seconded the motion; the motion passed unanimously.

I. Work Session

1. Community Land Trust Presentation

Duffie Westheimer of the Townsite Community Land Trust will provide a presentation on the land trusts mission, capabilities, and recent projects.

Duffie Westheimer gave a PowerPoint presentation on the Townsite Community Land Trust and answered questions from Commissioners

II. New Business:

1. Cultural Resource Study – Woody Mountain Campground

Address:	2727 W Route 66
Assessor's Parcel Number:	102-01-007, 112-01-008
Property Owner:	Tom Boggess
Applicant:	Vintage Partners
City Staff:	Sara Dechter, HPO
REQUESTED ACTION:	Letter Report and Phase 1 Historic Resource Study

In accordance with Flagstaff Zoning Code Section 10-30.30.050, a Letter Report for cultural resources on parcels 102-01-007, 112-01-008 and Phase 1 Historic Resource Study for parcels 102-01-007, 112-01-008, 112-01-701 has been submitted. The property is planned for stormwater and utility improvements this year and for future redevelopment of the campground. The report recommends that the five buildings representing the Trail Riders Inn be considered significant and could form a local historic district.

RECOMMENDED ACTION:	Staff recommends the Heritage Preservation Commission accept the Letter report and Phase 1 Historic Resource Study.
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PowerPoint presentation was given on the subject property detailed in the letter report and answered questions from Commissioners

MOTION: Commissioner Day moved to accept the letter report and Phase I Historic Resource Study with the addition that the Commission will get any modifications to family history via electronic copies in the future. Commissioner Kelly seconded the motion; the motion passed unanimously.

2. Cultural Resource Study – 304-316 E Birch Ave.

Address: 304-316 E Birch Ave.
Assessor's Parcel Number: 101-16-009, 101-16-010, 101-16-011
Property Owner: Downtown Ring, LLC
Applicant: The Kemmerly Company (Miramonte) Developer
City Staff: Sara Dechter, HPO
REQUESTED ACTION: Letter Report approval

In accordance with Flagstaff Zoning Code Section 10-30.30.050, a Phase 1 and Phase 2 report has been submitted as documentation of completing a Cultural/Historic Resource Study for the subject property. A Phase 2 Historic Resource Study is required when major impacts are proposed for a significant resource that has integrity and when no other mitigation measures are proposed that would maintain the significance and integrity of the resource. The property is planned for future development of a three-story condominium, which will remove the existing stone wall and the house. The residences at 304 and 310 E Birch were demolished in the 1990's and 2000's and are included in the report for historic context.

RECOMMENDED ACTION: Staff recommends the Heritage Preservation Commission accept the Phase 1 and Phase 2 Historic Resource Study.

[PowerPoint presentation was given on the subject property detailed in the Phase I and II Historic Study and answered questions from Commissioners](#)

[Jack Kemmerly, Miramonte Homes, answered questions about the relocation of one of the structures on the subject property](#)

[MOTION: Commissioner Day moved to accept the Cultural Resource Study with the addition that Cornerstone contact the Babbitt family and submit any addendums to the HPO. Commissioner Hough seconded the motion; the motion passed unanimously.](#)

IV. REPORTS:

1. Review of Administrative Approvals:

- i. PZ-19-00071 - 1002 N FOURTH ST, Flagstaff, AZ, 86004 - CRS Letter Report, Approved 4/17/19
- ii. PZ-19-00034-01 - 6825 N RAIN VALLEY RD, Flagstaff, AZ, 86004 - CRS Letter Report, Approved 4/17/19
- iii. PZ-19-00018 – 1 N. SAN FRANCISCO ST, Flagstaff, AZ, 86001 – Certificate of No Effect, Approved 5/6/2019

Ms. Dechter gave an update on the administrative approvals that have been approved.

Discussion was held on the stucco and paint for the property at 1 N. San Francisco. Ms. Dechter will consult with staff about possible variances to keep the existing stripe on the building and not have it effect signage requirements.

V. ANNOUNCEMENTS

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

- a. Next Regularly Scheduled Meeting: June 19, 2019

Ms. Dechter gave information about training being held in Prescott on June 12th that Commissioners are encouraged to attend.

Southside Community Plan stake holder group will be working on historic preservation goals and policies on June 27th at 6:30 p.m.

VI. ADJOURNMENT

Adjourned at 5:46 p.m.