



Minutes

City of Flagstaff

HERITAGE PRESERVATION COMMISSION

4:00 PM – Wednesday June 17, 2020

ATTENTION

IN-PERSON AUDIENCES AT CITY COMMISSION MEETINGS HAVE BEEN SUSPENDED UNTIL FURTHER NOTICE

The meetings will continue to be live streamed on the city's website (<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)

The public can submit comments that will be read at the dais by a staff member to the Commission liaison, sdechter@flagstaffaz.gov.

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



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Tammy Bishop 928-213-2611 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Heritage Preservation Commission and to the general public that, at this meeting, the Heritage Preservation Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

CALL TO ORDER 4:00pm

COMMISSION MEMBERS:

David Hayward, Chair, [present](#)
Jerry McLaughlin, Vice Chair, [excused](#)
Charlie Webber, [present](#)
Emily Dale, [present](#)
Jill Hough, [present](#)
Caitlin Kelly [present](#)
Harris Abernathy [present](#)

CITY STAFF:

Sara Dechter, Commission Liaison [present](#)
Mark Reavis, Heritage Preservation Officer (HPO) [present](#)
Becky Cardiff, Recording Secretary

I. PRELIMINARY GENERAL BUSINESS

1. PUBLIC COMMENT (per remote meeting compliance requirements)

- 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) Note procedural changes required for remote meeting that is in compliance with open public meeting laws; which has been reviewed by Flagstaff staff attorneys.

3. APPROVAL of MINUTES.

- a. Regular Meeting of April 15, 2020.

Ms. Dale makes a motion to approve the draft minutes; Ms. Hough seconds.
Approved 5-0 (Ms. Kelly joined the meeting after the vote)

II. New Business:

1. PZ-20-00091 Historic Facades and Signs Grant – McMillian Building (Bank)

Address:	7 N. Leroux St.
Assessor’s Parcel Number:	100-20-018
Property Owner:	FLEMING BROTHERS LLC
Applicant:	FLEMING BROTHERS LLC
City Staff:	Mark Reavis, HPO
REQUESTED ACTION:	Approval of a Historic Facades and Signs Grant for FY2021 for 7 N. Leroux St.

Façade improvements to National Register Property for deteriorated first floor fenestration on Leroux (back room and side door) and addressing unsafe upper story double-door (Route 66, south facade) with removal of inappropriate railing with historically appropriate double door and railing..

RECOMMENDATION: Approval. Work complies with US Secretary of Interior Standards for Rehabilitation and the Historic Facades and Signs Grant Guidelines. Please note that proposed work understands the significance of this important and primary historic building.:

Mr. Reavis gave a brief introduction of the proposed project.

Karl Eberhard, applicant, gave a presentation on the proposed project.

Ms. Dale makes a motion to approve the facades and signs grant for \$10,000; Mr. Abernathy seconds. Approved 6-0

2. PZ-19-00180-01 Historic Facades and Signs Grant – Federal Building

Address: **114 N. San Francisco St.**
Assessor's Parcel Number: 101-19-006A
Property Owner: RAVEN ROAD PROPERTIES LLC
Applicant: RAVEN ROAD PROPERTIES LLC
City Staff: Mark Reavis, HPO
REQUESTED ACTION: Approval of a Historic Facades and Signs Grant for FY2021 for 114 N. San Francisco St.

Façade entry improvement at entry platform, previously approved by HPC, with historically compatible railing and anchorage detail for building façade protection.

RECOMMENDATION: Approval. Work complies with US Secretary of Interior Standards for Rehabilitation and the Historic Facades and Signs Grant Guidelines.

Mr. Reavis gave a brief introduction of the proposed project.

Aude Stang, applicant, gave a presentation on the proposed project.

It was noted that the property owner is Limber Pines

Ms. Dale makes a motion to approve the facades and signs grant for \$10,000; Ms. Kelly seconds. Approved 6-0

III. REPORTS:

1. Review of Administrative Approvals:
 - i. PZ-20-00050 – 2 E. Birch Street, BBVA Bank (mid-century design) – Sign replacement with new logo (Compass). Challenge was with sign review criteria designed for 1900 vs mid-century. Approved “Certificate of No Effect” 4/24/2020.
 - ii. PZ-20-00052 – 223 N. Mogollon, Launern Lanir Home (small bungalow, 50 year +) – New siding and window trim. Planned work improved on better historic integrity removing old siding and now adding window trim definition. Approved – “Certificate of No Effect” 4/24/2020

- iii. PZ-20-00057 – 123 W Birch Street (fronts Humphrey), Cosmic Cycle (bicycle shop new location) – 3 new sign locations (2 replacing panel faces & 1 building face). Challenge working with owner and sign contractor trying to do something special, ended with basic application of consistent use of logo. Approved – “Certificate of No Effect” 5/15/2020
- iv. PZ-20-0067 – 100 W. Birch Street, Chase Bank (3/4 century design) – Change out of deteriorated wood sign with approximately same logo sign. Approved – “Certificate of No Effect” 6/06/2020
- v. PZ-20-00077 – 818 W Santa Fe, Gib Home (craftsman bungalow) – Window Replacement, 11 Double-hung windows. Project removes 11 old wood storm windows and introduces 11 operable double-hung replacements. Removal defines fenestration better – remaining windows (fixed) divided-lite front windows on main façade remain painted to match. Approved – “Certificate of No Effect” 6/2020
- vi. PZ-20-00098 – 123 Beaver Street, Christian Fellowship (Historic First Baptist Church) – Roof Replacement. Worked extensively with applicant to ensure compliance with HP standards. Approved – “Certificate of No Effect” 6/5/2020

Mr. Reavis gave a brief update on the applications that were approved administratively.

IV. ANNOUNCEMENTS

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

- a. Façade Grant Monitoring, compliance review, payment approval
 - a. Andy Divine Home, 209 East Cottage Ave
 - b. Mead Hall, 108 E. Route 66
- b. Confirmation of approval of past Cultural Resource Reports
 - a. Budget Host Inn (Historic Route 66 Saga Inn)
 - b. IDS Subdivision review
 - c. Demolition of existing Municipal Court Building
- c. Inter Division staff and permit reviews
- d. NHPA 106 Compliance Review
 - a. Bullwhip communications tower (Museum of Northern Arizona property)
 - b. Monopole Communication tower on E. Huntington Dr.
- e. Archeological Resource Protection
 - a. McMillan Mesa Open Space
 - b. Picture Canyon Prescribed Fire Mitigation
- f. Consultations
 - a. Lowell Observatory
 - b. Shamrock Foods – 3615 E. Industrial

- c. Proper Meats historic sign for Grand Canyon Café – 110 E Route 66
- d. Lone Tree Overpass capital project
- g. SHPO CLG grant update
- h. Southside Community Specific Plan update
- i. Miscellaneous projects
 - a. McAllister Ranch properties preliminary analysis for future uses
 - b. Mogollon Fleet Building (Thorpe Park Annex)
 - c. Saturn Gate abutment remains (Lowell Observatory)
 - d. Downtown Visioning
 - e. Downtown Connection Center
- j. Future Discussion Items
 - a. Setting HPC priorities
 - b. Clarification of HPO interpretations
- k. Next Regularly Scheduled Meeting: **July 15, 2020**
[Mr. Reavis gave a brief update on the future applications](#)
[Ms. Dechter gave information on the McMillan Open Space project](#)
[and the next meeting will be held Jul 15, 2020.](#)

V. ADJOURNMENT

[Meeting adjourned at 4:55 p.m.](#)