

CITY OF FLAGSTAFF HERITAGE PRESERVATION COMMISSION
STAFF REPORT + Addendum

CERTIFICATE OF APPROPRIATENESS

PZ-20-00107

Address: 608 W Aspen Ave.

DATE: July 9th, 2020 (8/11 addendum)

MEETING DATE: August 19, 2020

REPORT BY: Mark Reavis, AICP, NCARB

Report and Addendum

Some changes have been made to the architectural submission with a window modification and siding modification. The Heritage Preservation Officer's recommendation remains unchanged in requesting Heritage Preservation Commission Review of significant aspects of the project.

BACKGROUND

The existing duplex building is located at 608 W Aspen St. The two front-back apartments were constructed in 1996 and do not meet the 50 year plus criteria. The project is located within the Townsite Overlay Zone and subject to its review requirements. The building is in the Townsite Historic Residential District, National Register District and was not identified as contributing.

PREVIOUS HP DECISIONS

There are no previous Historic Preservation decisions pertaining to this property.

REQUEST

This is a request for a Certificate of Appropriateness for an addition to the back apartment adding 1,155 SF to the original duplex of 2,070 SF and for architectural exterior modifications. The exterior improvements of the proposal include the addition of a front and rear covered porch, window replacement, front façade modifications, painting, parking, and site plan improvements. The project is located within the Townsite Overlay Zone as noted, with the review focused on meeting the design criteria of the established Townsite Overlay Zone. The Commission review will need to determine if the addition adversely affects the adjacent historic properties and if it improves the compatibility of the duplex within the context to the Overlay Zone. The Heritage Preservation Commission has the sole authority to approve exemptions to design criteria, standards and guidelines in the Townsite Overlay.

STAFF RECOMMENDATION

Staff finds that the front street façade modification are compliance with the Townsite Overlay Zone standards guidelines. Staff does not have a recommendation for the rear addition and side yard improvements and would like the Heritage Preservation Commission to consider whether or not these changes to the building are architecturally appropriate and considerate of the impacts to the nearby historic structures. **Addendum: Windows - The architect has modified the west bedroom window of the addition from a double-hung and placed a transom height window to address privacy concerns. This is also the case on the East side with the neighboring church. Windows are a mix of double-hung and sliders, with allowance for porches and existing openings, not allowing for vertical orientation.**

INTENT

The purpose of the Townsite Overlay is to address "many concerns of property owners with regard to construction of homes that are significantly larger than surrounding historic homes, designs not in keeping with the neighborhood, and siting that intrudes upon privacy or blocks the light and views of existing

homes.” The Townsite Overlay is a hybrid of a historic and character overlay that “allows preservation, restoration, new construction, remodeling and demolition. The Secretary of the Interior’s Standards are incorporated into this document by reference.”

10-30.30.060 Development of a Landmark Property and Property within a Historic Overlay Zone, Process “C”: “Prior to the granting of any required approvals or permits and prior to the commencement of any work on a landmark property or within a historic overlay zone, the Heritage Preservation Commission or the Historic Preservation Officer shall review all work proposed and approve or conditionally approve the work in the form of a certificate of no effect, certificate of appropriateness, or certificate of economic hardship”.

Scope of Work

The Certificate of Appropriateness is applicable (Flagstaff Zoning Code 10-30.30.060E.) in the case of a structure in a historic district and in an overlay review zone. The impact to the significance and integrity of surrounding historic properties and the compatibility with the approved design guidelines for the zone and nearby adjacent district are the primary considerations for this level of review.

Required Findings for:

E. Certification of Appropriateness.

1. Applicability. This approval is appropriate if the proposed work alters a cultural resource, but does so in such a way that is compatible with the historic or archaeological character of the resource and all major impacts are mitigated such that the work does not diminish, eliminate, or adversely affect the significance or integrity of the resource.
2. Criteria for Approval. When approving a certification of appropriateness, the Heritage Preservation Commission shall find that:
 - a. The proposed work is consistent with the purpose and intent of this division;
 - b. The proposed work is compatible with its context:
 - (1) The appropriate context for a landmark or a historic property is the property itself and, to a much lesser extent, the surrounding properties and neighborhood;
 - 2) The appropriate context of work in a historic overlay zone is the significant portions of the property itself, the surrounding properties, and the neighborhood;
 - c. The cultural resources associated with the proposed work have been sufficiently sought, identified, and evaluated;
 - d. Major impacts on cultural resources are sufficiently mitigated; and
 - e. The proposed work is consistent with applicable development standards and design guidelines. See also subsection (G) of this section, Development Standards and Guidelines.

Townsite Historic Overlay Design Guidelines

“The Townsite Overlay (TO) zone applies to areas of the City subject to the Townsite Historic Design Review Overlay District Design Standards and Guidelines and design review by the Heritage Preservation Commission for the development of properties located within the boundaries of the zone.” (Flagstaff Zoning Code 10-40.50.030 Overlay Zones).

The Townsite Historic Design Review Overlay District Design Standards and Guidelines and Historic Preservation Resources states “New construction, additions, or alterations shall follow the design of the district's certain recognizable qualities.”

The following design guidelines apply to this case:

Architecture, Materials, Details, and Colors

Standards

Architectural styles and building materials are not limited to the existing neighborhood examples, but new work shall be compatible with the neighborhood and maintain high quality of design.

1. Materials, details, and colors shall be compatible with historic structures on an individual property and compatible with the surrounding neighborhood.

Guidelines

3. Architectural details that are typical can be seen on existing historic homes and these homes can be used as models for future designs.

6c. Windows at street-side are to scale with neighborhood character in order to maintain visual continuity with respect to size, style and height.

Exceptions

The Historic Preservation Commission may, at its sole discretion, modify the requirements of these standards and guidelines when in the opinion of the Commission, an exception is warranted based for design consistency such as in the case of alterations to existing non-conforming structures, cases where an exception is necessary to accommodate an appropriate architectural style, cases where an exception is warranted based on the development of immediately adjacent properties, and other similar circumstances determined by the Commission.

DISCUSSION

PROPOSED CHANGES

The proposed changes to the apartment building consist of the 2-story addition to the back unit. The front façade as well as the back façade include the addition of a covered porch both with district compatible detailing.

DESIGN CRITERIA According to the Townsite Overlay standards, only the Heritage Preservation Commission may use its discretion to allow for exceptions to the design criteria.

Basis of Report:

The information in this summary discussion was derived from the application to the Heritage Preservation Commission, the Flagstaff Zoning Code, and the Townsite Historic Design Review Overlay District Design Standards and Guidelines and Historic Preservation Resources.

Evaluation of Effects

Staff (Mark Reavis, Heritage Preservation Officer, AICP, NCARB) finds that the front façade modification in the fenestration (entry door and window) along with the covered porch and low wall add significantly to the compatibility of the building's face and with the context of the neighborhood meeting the design standards of the Townsite Overlay Zone. Other architectural enhancements such as the back covered porch for example are compatible improvements. The new addition to the duplex effectively adds 30-35% to the building footprint. The existing duplex is a 2-story front-back configuration with the addition as a 2-story similar form with a roof of varied gables adding interest. The additions ridge height is in compliance being under 24 feet at 23'-6". The size and scale of the addition may have impacts to the adjacent properties. When viewed in its entirety the project appears to improve its compatibility within the context of the neighborhood when reviewed under the guidelines of the Townsite Overlay Zone.

Consideration of past approvals in the Townsite Overlay

Staff has reviewed the past approvals (consent and commission) in the Townsite Overlay. Reviews of non-historic property improvements have been generally based upon enhancements that improve compatibility within the neighborhood and the overlay zone. Privacy impacts have not been a consideration in past reviews.

Posting Notices

Hearing Notices have been posted on site 15 days prior to the public hearing, while meeting information for review are posted electronically. **Addendum: The previous posting of the site did not meet the alley posting requirement. Project was rescheduled for the July meeting.**

OPTIONS FOR COMMISSION DECISION-MAKING:

The Historic Preservation Commission (HPC) may:

- (1) Approve the proposed design with Conditions that the concept and building plan review comply with all applicable standards of the underlying R1N Zone including outdoor lighting standards and design review applicable to duplexes – or –
- (2) The Commission could request modifications to the proposal and include them as conditions of approval – or –
- (3) Continue the HPC review to a date certain and ask the applicant to come back with a modified proposal that meets those conditions.

ATTACHMENTS:

Heritage Preservation Commission application for 806 Aspen Ave. and architectural plan set.

ARCHITECT'S PROJECT DISCRIPTION:

PREPARED BY: Anne Soper, RA UPDESIGN studio, PLLC 304 South Elden St. Ste 3 Flagstaff, AZ 86001
PROJECT DESCRIPTION: The subject structure is a 2,070 SF front & back style duplex that was built in 1996. The proposed project includes constructing new entry porches on the front and rear facades to realign the doors off the side setback. The porches will have transitional detailing to provide compatibility with the historic nature of the neighborhood. They will also introduce human scale to the existing two story façade and provide depth and interest from the street and alley. Additional work includes a 1,155 sf two story addition on the rear unit to expand the existing 2 bedroom 1.5 bath unit into a 5 bedroom 4.5 bath unit. There are 5 existing parking spaces off the alley and improvements include adding one new space accessed off Aspen Avenue, tucked inside the front setback on the Southwest corner of the property. Windows will be replaced with hybrid vinyl units that have aluminum exterior cladding. The entire structure will be repainted.



Original architectural submission





Addendum to architectural submission

Posting Text: Improvements to 608 W Aspen Ave and a 2-story rear addition to a non-descript duplex, built 1996 - improving compatibility w/ new entry porches front & rear. The addition's design uses a shifted ridgeline and secondary gable. The rear patio is screened from the adjacent west property. New windows will be installed, and the entire structure will be repainted.

PREPARED BY:

Anne Soper, RA

UPDESIGN studio, PLLC

304 South Elden St. Ste 3

Flagstaff, AZ 86001

PROJECT DESCRIPTION:

The subject structure is a 2,070 SF front & back style duplex that was built in 1996. The existing structure lacks any character that is common to the Townsite District. The project aims to provide compatibility with the district by constructing new entry porches on the front and rear facades. The porches are designed using transitional detailing that compliments the historic neighborhood while maintaining the authenticity of the new construction. They will introduce human scale to the existing two-story façade and provide depth and interest from the street and alley. The proposed project also includes a 1,155 sf addition on the rear unit. The addition been designed to carefully deconstruct the massing using a shifted ridgeline and secondary gable. A fenced side yard on the west has been included to provide additional privacy for the adjacent property. All new windows facing West have been evaluated and configured to also maintain privacy. There are 5 existing parking spaces off the alley and improvements include adding one new space accessed off Aspen Avenue, tucked inside the front setback on the Southwest corner of the property. Windows will be replaced with hybrid vinyl units that have aluminum exterior cladding. The entire structure will be repainted.

ADDENDUM NARRATIVE

ATTENTION:

Mark A. Reavis, AICP, NCARB

Heritage Preservation Officer/Neighborhood Planner
Planning & Development Services, 211 W. Aspen Av.
Community Development, Flagstaff AZ 86001

PREPARED BY:

Anne Soper, RA

UPDESIGN studio, PLLC
304 South Elden St. Ste 3
Flagstaff, AZ 86001

PROJECT NO:

PZ-20-00107

PRESERVATION CLASSIFICATION:

Certificate of Appropriateness

REGARDING:

Revisions to an Application for Approval by the Heritage Preservation Commission for the renovation of and an addition to the existing duplex located at 608 West Aspen Avenue in the historic Townsite neighborhood of Flagstaff Arizona.

REVISION 01 DESCRIPTION OF CHANGES:

1. WINDOWS

REFERENCE –

Preserve neighbor viewscapes and privacy and minimize impact to neighbors. Respectful orientation to neighbors' views and privacy should be an ongoing concern throughout the design process. Look at your design from the neighbors' lots. a. Orient windows to protect neighbors' privacy. You may not want to see them anymore than they want to see you. Placing windows higher or using translucent glass respects privacy. b. Buildings on the lot could be sited to not block views. There is no City mandate on views – this is strictly between you and the neighbor. Visit neighbors' houses to see the impact your new building may have on views. c. Windows at streetside are to scale with neighborhood character in order to maintain visual continuity with respect to size, style and height.

It was conveyed to us by Staff that the windows facing the side setbacks should be re-evaluated to provide more privacy for the adjacent properties. Thus, the proposed windows that face the side setbacks were changed to transom windows.

2. MATERIALS

REFERENCE –

F. Architecture, Materials, Details, and Colors Architectural styles and building materials are not limited to the existing neighborhood examples, but new work shall be compatible with the neighborhood and maintain high quality of design. Unique local materials already found in the neighborhood (malpais stone, red sandstone, limestone, obsidian, pine, clapboard of varying widths, and shingles) shall continue to be used to preserve the architectural continuity and connection to the local environment. 1. Materials, details, and colors shall be compatible with historic structures on an individual property and compatible with the surrounding neighborhood.

It was conveyed to us by Staff that the corrugated corten metal proposed was a questionable material. After careful consideration, where material was proposed simply as an accent, the corten has been deleted. The two locations where it was removed is under the front window where we are infilling a sliding glass door, and the two-story vertical strip that was previously proposed where the addition meets the existing structure on the west façade. The corten has been retained at the porch roofs and at the existing entry vestibules. At the front porches, it serves to provide a distinctive architectural profile and a durable low maintenance material. At the entry vestibules, it serves to distinguish that portion of the building as subservient to the new primary entry and reduce the visual aspect of the building massing. Below is a sample of a nearby home that exhibits compatible new construction in the downtown neighborhood. It is exemplary of how corten is an attractive material that has both a natural and traditional aesthetic.



304

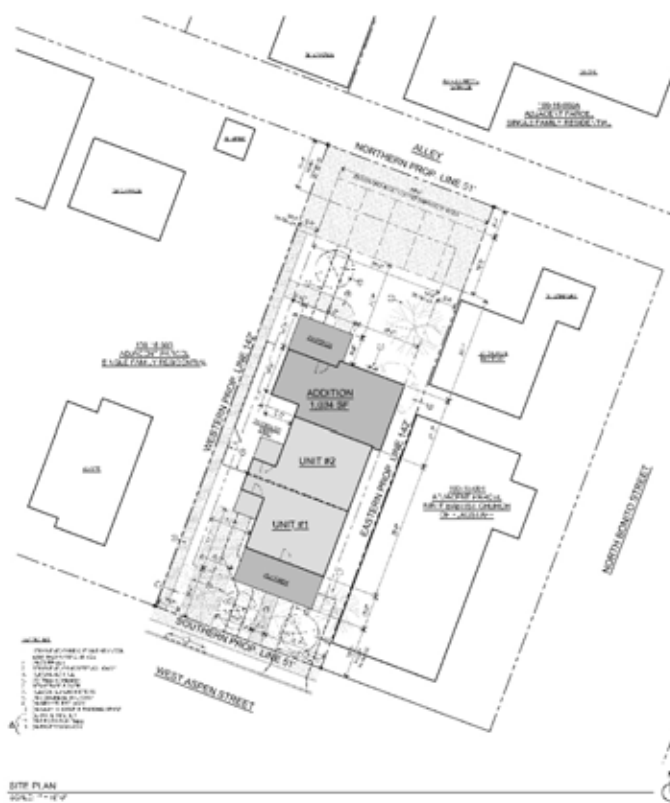
South Elden Street Suite no. 3, Flagstaff Arizona 86001

www.up-designstudio.com



[Rear perspective](#)





DUPLEX ADDITION

608 WEST ASPEN AVENUE

FLAGSTAFF, ARIZONA

APN : 100-16-002

PROJECT DIRECTORY
 PROJECT NAME: DUPLEX ADDITION
 PROJECT NO.: 2024-001
 ARCHITECT: UPDESIGN STUDIO

GOVERNING CODES
 CITY OF FLAGSTAFF ZONING ORDINANCE
 FLAGSTAFF, ARIZONA
 COUNTY OF COCONINO, ARIZONA

DRAWING INDEX
 SHEET NO. 1 OF 2
 SHEET TITLE: DUPLEX ADDITION - SITE PLAN
 SHEET NO. 2 OF 2
 SHEET TITLE: DUPLEX ADDITION - FLOOR PLAN

AREA CALCULATIONS
 TOTAL AREA: 10,000 SQ FT
 COVERED AREA: 5,000 SQ FT
 UNCOVERED AREA: 5,000 SQ FT

UTILITIES
 WATER: 10 GPM
 SEWER: 10 GPM
 GAS: 10 GPM

PARCEL PROFILE
 ELEVATION: 5,000 FT
 SLOPE: 10%
 DRAINAGE: TO THE EAST

SITE PLAN
 SCALE: 1"=10'



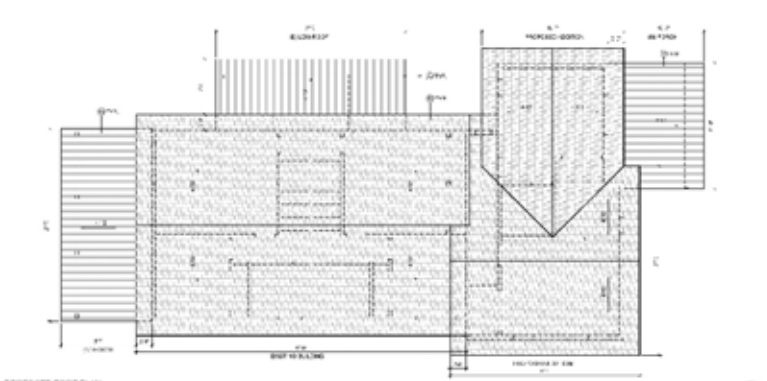
ARCHITECTURE
 1000 N. FLAGSTAFF AVENUE
 FLAGSTAFF, ARIZONA 86001



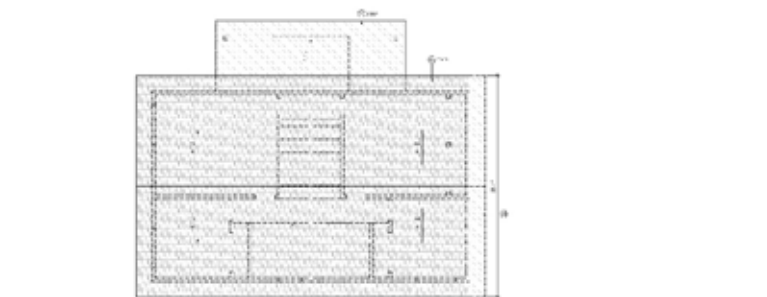
REGISTERED ARCHITECT
 STATE OF ARIZONA
 NO. 12345

DUPLEX ADDITION
 608 WEST ASPEN AVE.
 FLAGSTAFF, AZ

SITE PLAN
 A0.0



PROPOSED ROOF PLAN
 SCALE: 1/4"=1'-0"



EXISTING ROOF PLAN
 SCALE: 1/4"=1'-0"

GENERAL DEMO NOTES

- REMOVE ALL EXISTING ROOFING AND STRUCTURE TO BE DEMOLISHED.
- REMOVE ALL EXISTING WALLS AND PARTITIONS TO BE DEMOLISHED.
- REMOVE ALL EXISTING FLOORING AND PARTITIONS TO BE DEMOLISHED.
- REMOVE ALL EXISTING MECHANICAL AND ELECTRICAL SYSTEMS TO BE DEMOLISHED.
- REMOVE ALL EXISTING LANDSCAPE AND Hardscape TO BE DEMOLISHED.

PLAN KEY NOTES

- ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
- ALL FINISHES ARE TO BE DETERMINED BY THE ARCHITECT.
- ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE APPROVED BY THE ARCHITECT.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF FLAGSTAFF ZONING ORDINANCE.
- ALL UTILITIES SHALL BE LOCATED AND DEPTH NOTED BY THE ARCHITECT.



ARCHITECTURE
 1000 N. FLAGSTAFF AVENUE
 FLAGSTAFF, ARIZONA 86001



REGISTERED ARCHITECT
 STATE OF ARIZONA
 NO. 12345

DUPLEX ADDITION
 608 WEST ASPEN AVE.
 FLAGSTAFF, AZ

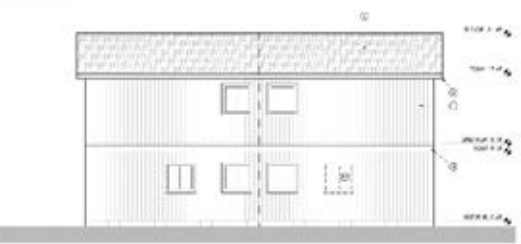
PROPOSED ROOF PLAN
 A1.2



4 PROPOSED SIDE (EAST) ELEVATION
SCALE 1/8" = 1'-0"



2 PROPOSED FRONT (SOUTH) ELEVATION
SCALE 1/8" = 1'-0"



3 EXISTING SIDE (EAST) ELEVATION
SCALE 1/8" = 1'-0"



1 EXISTING FRONT (SOUTH) ELEVATION
SCALE 1/8" = 1'-0"

KEY NOTES

1. EXISTING ROOF TO BE DEMOLISHED AND REPLACED WITH 1/2" OSB SHEATHING OVER 1/2" INSULATION OVER 1/2" GYP BOARD.
2. EXISTING ROOF TO BE DEMOLISHED AND REPLACED WITH 1/2" OSB SHEATHING OVER 1/2" INSULATION OVER 1/2" GYP BOARD.
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DUPLEX ADDITION
608 WEST ASPEN AVE.
FLAGSTAFF, AZ

| NO. | DESCRIPTION | DATE |
|-----|--------------------|------------|
| 1 | ISSUED FOR PERMITS | 10/15/2023 |
| 2 | ISSUED FOR PERMITS | 10/15/2023 |
| 3 | ISSUED FOR PERMITS | 10/15/2023 |
| 4 | ISSUED FOR PERMITS | 10/15/2023 |
| 5 | ISSUED FOR PERMITS | 10/15/2023 |
| 6 | ISSUED FOR PERMITS | 10/15/2023 |
| 7 | ISSUED FOR PERMITS | 10/15/2023 |
| 8 | ISSUED FOR PERMITS | 10/15/2023 |
| 9 | ISSUED FOR PERMITS | 10/15/2023 |
| 10 | ISSUED FOR PERMITS | 10/15/2023 |



ARCHITECT
ELEVATIONS
A2.0