

**DRAFT MINUTES**

**HERITAGE PRESERVATION COMMISSION  
WEDNESDAY  
FEBRUARY 3, 2021**

**COUNCIL CHAMBERS  
211 WEST ASPEN AVENUE  
11:30 A.M.**

*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.*

**The video will be available on the City's website  
(<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)**

**1. Call to Order 11:31am**

**2. Roll Call**

*NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.*

DAVID HAYWARD, Chair  
JERRY MCLAUGHLIN, Vice Chair  
EMILY DALE

JILL HOUGH  
CAITLIN KELLY  
CHARLES WEBBER

**3. Public Comment**

*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.*

**4.**

**PUBLIC HEARING**

**A. Whispering Winds Sign Design Review Clarification & updated Staff Report Amendment**

**Address:** 922 E Route 66

**Assessor's Parcel Number:** 104-05-005

**Property Owner:** WW66 LLC

**Applicant:** HPO on behalf of owner and Jose R Alvarado, Director of Sales, Ascend Capital Management

**City Staff:** Mark Reavis

Review amended staff report and revised information with updated narrative and design submission

- Verify that the design graphics, sign permit and narrative are in compliance with the Historic Facades and Signs Grant Guidelines
- Recommend approval of the Landmark Overlay zoning application (PZ-20-00141-02) to the Planning and Zoning Commission based on the finding that:
  - the criteria of Flagstaff City Code 10-30.30.040.C.3 were met on October 21, 2020, and
  - that the application meets the findings of 10-30.30.040.E Individual Signs of Historic or Cultural Significance

Ask that staff request a continuation to a date certain of the Planning and Zoning Commission public hearing currently scheduled for February 24, 2021 and review an amended application at the regular February 17, 2021 Heritage Preservation Commission Meeting.

This project was previously approved in August for a Historic Facade and Sign Grant. A public hearing was conducted by the HPC in October for a required public meeting component for a Zoning Map Amendment application.

Confusion on which sign submission was approved for the grant. McLaughlin, Hayward, verify that Option 2 from #1 sign company is the correct sign for the grant. Asked if any disagreed, none spoke.

**Moved by** David Hayward, **seconded by** Jerry McLaughlin **Make a motion to recommend approval of the Landmark Overlay zoning application (PZ-20-00141-02) to the Planning and Zoning Commission based on the finding that:**

- the criteria of Flagstaff City Code 10-30.30.040.C.3 were met on October 21, 2020, and
- that the application meets the findings of Flagstaff City Code 10-30.30.040.E Individual Signs of Historic or Cultural Significance

**Vote:** 6 - 0 - Unanimously

**Moved by** David Hayward, **seconded by** Jerry McLaughlin **Amend the motion to approve that to include the finding that the design graphics, sign permit and narrative presented at this meeting are in compliance with the Historic Facades and Signs Grant Guidelines**

**Vote:** 6 - 0 - Unanimously

**5. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS**

**6. ADJOURNMENT**

Adjourn at 11:44am

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m. This notice has been posted on the City's website and can be downloaded at [www.flagstaff.az.gov](http://www.flagstaff.az.gov).

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Sara Dechter, Comprehensive Planning Manager