



**PREPARED BY:**

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**ATTENTION:**

Mark Reavis  
Heritage Preservation Officer  
City of Flagstaff  
928-213-2633  
[Mark.Reavis@flagstaffaz.gov](mailto:Mark.Reavis@flagstaffaz.gov)

**REGARDING:**

Heritage Preservation Application  
318 N Mogollon Street  
Lowney Residence

Dear Mr. Reavis,

Attached is our application for the design review by the Heritage Preservation Commission for our renovation & development proposal for the townsite property located at 318 N Mogollon Street, in Flagstaff, Arizona.

Updesign Studio Architects has been authorized to act as the Agent on behalf of property owners Kevin & Rhonda Lowney throughout the duration of the project.

As the Architect of Record, it is Updesign Studio's intent to prepare a proposal for the development of a new ADU in conformance with the townsite design standards. All efforts will be made to provide compatibility with the Townsite neighborhood. We appreciate your expertise and dialogue as our city liaison for our submittal. Should you require any additional information for this review, please don't hesitate to contact us.

Sincerely,

A handwritten signature in black ink that reads "Anne Mead". The signature is written in a cursive, flowing style.

Anne M. Mead, AIA, AZBTR RA 54419

Kevin and/or Rhonda Lowney