



City of Flagstaff

Community Development Division

211 W. Aspen Ave
Flagstaff, AZ 86001
www.flagstaff.az.gov

P: (928) 213-2618
F: (928) 779-7684

HPC-G

Date Received 2-22-24	Application to Heritage Preservation for a Historic Signs and Facades Grant	File Number PZ-24-00037-01
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Property Owner(s) Michael Collier/Rose Houk	Title	Phone 928-774-5633	Email mcollier721@gmail.com
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Mailing Address 824 West Cherry Avenue	City, State, Zip Flagstaff, AZ 86001
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Applicant same as above	Title	Phone	Email
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Mailing Address same as above	City, State, Zip
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Property Interest of Applicant(s) (Owner, contractual interest, or agent)
Owners

Site Address 824 West Cherry Avenue	City, State, Zip Flagstaff, AZ 86001
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Project Name
New exterior siding on home

Parcel Number(s) 10001003	Zoning District(s), including Overlays Townsite Historic Overlay
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Property Information:

Yes No Listed individually on the National or Arizona Register of Historic Places? (Name: _____)

Yes No Located in a National Register Historic District? (Name: _____)

Yes No Is a structure on the property considered contributing to the District?

Yes No Located in a City of Flagstaff Landmark Overlay? (Name: _____)

Yes No Has the structure every been inventoried or evaluated for the National Register?

Yes No Is the structure over 50 years old at the time of application?

Yes No Was all or a portion of the structure built before World War II as housing?

Note: Applications which are incomplete or not accompanied by the required information will not be accepted.

Property Owner Signature: <i>Michael Collier</i>	Date: 2-22-24	Applicant Signature: <i>Michael Collier</i>	Date: 2-22-24
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For City Use

Date Filed: _____ **HPC Hearing Date:** _____

Fee Receipt #: _____ **Amount:** _____ **Date:** _____

Action by HPC: Consent Approval by HPO Denied

Approved Continued

Approved with Conditions

Staff Initial: _____ **Date:** _____

MPC

Submittal Requirements

An application to the Heritage Preservation Commission and Historic Preservation Officer shall contain at least the following information:

1. Completed Application including all signatures and payment of fees. If applying for multiple types of HPC reviews only one fee is collected at the time of the first application for the same work.
2. An electronic copy and one copy of drawings or documents as needed to describe the proposal, which may include Cultural Resource Studies, a Site Plan, Floor Plans, Exterior Elevations, Building Sections, Exterior Details, Lighting Plan, and a Landscape Plan. All drawings shall be drawn to scale and dimensioned, and shall clearly and accurately represent the natural and built conditions of the context area and the project, including both existing conditions and proposed work.
3. Photographs of the context, including the property, surrounding properties, and the neighborhood.
4. A Color Board depicting all exterior materials and finishes associated with the work (if requested).
5. Proof of ownership, or letter of authorization from the current property owner, if the applicant and owner are not the same.
6. Statement of approval from a subdivision or property owners association, if applicable.
7. Any other information which the applicant feels would be helpful and/or pertinent to the request.
8. Any other information as may be required by the Historic Preservation Officer or Heritage Preservation Commission to assist in the review of the requested application.

Timing of Submission and Completeness Review

The Heritage Preservation Commission meets to review applications monthly on the third Wednesday of the month. If you are submitting an application for a Historic Signs and Facades Grant, the Community Development counter must receive your application by the submittal deadline posted to the Heritage Preservation program website.

In order for your item to be added to an agenda, the Heritage Preservation Officer (HPO) must deem the application complete and the information in it correct within 5 working days. The HPO will contact applicants for additional information as necessary.

Historic Signs and Facades Grant are provided at the discretion of the Commission based on the criteria in the [grant guidelines](#) posted to the City's website. Grants are administered by the HPO and they are available for consultation through the process. Documentation of completed work and receipts must be provided within one year of approval by the Commission or an extension must be applied for in order to receive reimbursement.

Before submitting for a grant related to a sign, a permanent sign application must be submitted, and comments returned to the owner. If the application pertains to a historic sign that does not conform to current regulations of Permanent Signs (10-50.100) or meet the criteria for a non-conforming sign (10-20.60.110) then the Heritage Preservation Commission must first determine that the sign meets the criteria of an Individual Signs of Historic or Cultural Significance (10-30.30.040.E) and may require the sign be placed in a Landmark Overlay.

We encourage you to reach out early in designing your projects so that the HPO may assist you and your clients. HPO contact information: Phone: (928) 213-2633; Email: Mark.Reavis@flagstaffaz.gov



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Summary Statement of Significance:

National Register of Historic Places documentation or a Cultural Resource Study can be submitted in lieu of completing this page to demonstrate significance (Attach additional pages as necessary).

The significance of a resource is generally based on its potential to contribute to our understanding of the past. An object, structure, site, place, or area is significant if:

- a. It is associated with events or persons in the architectural, engineering, archeological, scientific, technological, economic, agricultural, educational, social, political, military, or cultural annals of the City of Flagstaff, the State of Arizona, or the United States of America.
- b. It embodies distinctive characteristics of type, period, region, artistic values, or methods of construction, including being the oldest of its type or the best example of its type, or, if it represents the work of, or for, an important individual.
- c. A resource is generally not significant if it is less than fifty (50) years old, or, if the features, materials, patterns, and relationships that establish its significance are no longer present or no longer have integrity. The integrity of a resource is judged by how evident the general character of the significant period is, the degree to which the characteristics that define its significance are present, and the degree to which incompatible elements are reversible.

Original Construction Date:

Pre-1960

Describe Previous Major Alterations (Include dates and changes of use):

240 sq. ft. room addition with porch enlargement (2004); 2 outbuildings, each 140 sq. ft. (~1990 and 2020)

Describe the Significance of the Resource (In terms of a. or b., and c., above):

Typical of modest post-WWII residences within one of Flagstaff's oldest neighborhoods. This project fits overlay design guidelines and preserves unique historic integrity of structure.

Our home has been an integral part of the Townsite neighborhood since it was built. New siding will only make it fit in even better, and be more fire resistant.

Source(s) of Information Used:

Flagstaff Townsite Historic Overlay District, Design Standards and Guidelines, Nov 2006

Describe the Level of Integrity of the Resource (Existing and proposed):

MPC

Preservation Budget Summary:

Complete this section only for consideration of Historic Sign and Facades Grants (Attach additional pages as necessary). Ensure all work proposed for the grant meets the Grant Guidelines)

Total Construction Budget (including matching fund provided by the applicant):
 \$36, 381.00

Preservation Work Budget Detail:

Item of Preservation Work:	Total Cost:	Grant Request:	Matching Funds:
<i>EXAMPLE: New siding and paint</i>	\$6,000	\$3,000	\$3,000
Labor	\$14,200		
Siding & Soffits	5,593		
Installation materials	680		
Trim costs	925		
House paint cost	5,750		
Sub-total	\$27,148	\$10,000	\$26,381
Permitting, demo, trash	\$2430		
Contractors O&P	\$6803		
Totals:	36,381	\$10,000	\$26,381

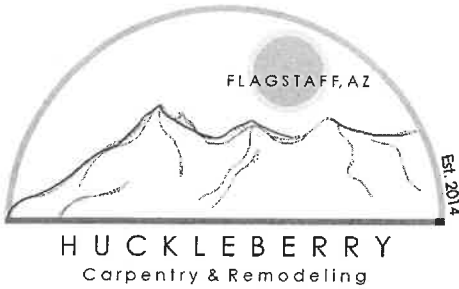
Notes:

1. Grant request cannot exceed 50% of Project Costs.
2. Grant request cannot exceed \$10,000 for Level 1 projects and \$20,00 for Level 2 projects.
3. Grant recipient or property owner labor cannot be used as matching funds.
4. Attach estimates, quotes and prices to verify the budget.

Reimbursement Requirements

Once the grant is approved, the property owner will need to submit a W-9 to the city before requesting reimbursement.

To request reimbursement, the property owner must provide documentation of completed work including photos and paid invoices and have had at least one on site inspection by the Heritage Preservation Officer. The Heritage Preservation Officer may be consulted throughout the project to confirm that ongoing work is in compliance with the Grant approval.



Huckleberry Carpentry & Remodeling, LLC

Licensed, Bonded, Insured

ROC# 332370 ROC# 332342

3955 North Zurich Street

Flagstaff, Arizona 86004

928.607.9114

huckleberryoffice@gmail.com

Project Requested Estimate 2.22.24

Estimates are good for 20 days

Estimate Created for :

Michael Collier

824 W Cherry – Siding replacement

Description	Labor Quote	Materials Allowance	Total
Remove existing trim around windows, doors, corners of building, and inside corner up to soffit. House wrap with building house wrap material up to windows. Replace trim around windows, exterior corners, interior corners, and doors. Leave existing siding in place. Nail down as needed. Existing soffit to be removed and replaced with a Hardiboard type of smooth soffit material. Trimmed and caulked. Siding to be installed and cover entire home vertical walls in 8" Hardiboard lap siding. Edges up to trim and seams to be caulked. Box framed out around electrical utility.	\$14,200		\$14,200
Siding and soffit material cost – Hardi 7.25" lap. 6" exposed. Primed. smooth		\$5,593	\$5,593
Install materials - House wrap, nails, and caulking.		\$680	\$680
Trim cost		\$925	\$925
Demo and trash cost	\$1,740	\$90	\$1,830
House paint cost	\$5,000	\$750	\$5,750
Permitting with City of Flagstaff and historical review			\$600
<i>Thank you for your consideration. This is an estimate and not a binding contract to perform work. Material pricing may change. We look forward to working with you!</i>	Subtotal:		\$29,578
	OP Rate 23%:		\$6,803
Minimum Deposit Due: \$15,000. \$10,000 due at completion of demo and start of siding. \$11,381 due after completion	Estimate Total:		\$36,381

Visit our website FlagstaffsHuckleberry.com