



# City of Flagstaff

March 20, 2025

Mr. Chris Weller  
2652 N. Doves Nest Ln.  
Flagstaff, AZ 86001

RE: **NOTICE OF DECISION** – Certificate of Appropriateness

Mr. Weller:

The Heritage Preservation Commission, in accordance with Section 10-30.30 of the Flagstaff Zoning Code, has considered the application for a Certificate of Appropriateness at the property 603 W. Birch Ave., Flagstaff, Arizona, 86001 (APN 100-16-009B) in the Flagstaff Townsite (Townsite Overlay) Zoning District of the City of Flagstaff Zoning Code.

The Heritage Preservation Commission held a public hearing on March 19, 2025, in regard to this Certificate. The Commission found and determined that, based on the information provided in the staff report dated March 7, 2025, and at the public hearing, the facts exist as required by Section 10-30.30 of the Zoning Code to justify granting the Certificate.

Based upon the findings, the Commission approved a Certificate by a vote of 7 – 0 for the use and location described above subject to the submitted plans and the following condition:

1. To reclassify the existing duplex on the parcel as a single-family dwelling unit with an interior accessory dwelling unit.

The above condition is deemed by the Commission to be required to assure that the requested use will meet the design standards of the district and follows the U.S. Secretary of the Interior Standards and Guidelines for Rehabilitation.

This action becomes final and effective ten (10) calendar days after the posting of this Notice of Decision on March 20, 2025, unless during these ten (10) days a written appeal to the City Clerk is filed or the City Council elects to review the application. Either appeal or City Council review shall stay the Certificate until the City Council holds the required public hearing to consider the request.

Should you have any questions, comments, or concerns, please do not hesitate to contact me.

Sincerely,

*Lauren Clementino*

Lauren Clementino  
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cc: Planning Director, City Clerk