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NOTICE AND AGENDA

**HERITAGE PRESERVATION COMMISSION
WEDNESDAY
NOVEMBER 18, 2020**

**COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
5:00 P.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.*

PUBLIC COMMENT PROTOCOL

To attend and speak on a public hearing item, email sdechter@flagstaffaz.gov and request the link to join the Microsoft Teams Meeting. The public can submit comments that may be read at the dais by a staff member to the Commission liaison, sdechter@flagstaffaz.gov.

The meetings will continue to be live streamed on the city's website (<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)

1. Call to Order

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Heritage Preservation Commission and to the general public that, at this regular meeting, the Heritage Preservation Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

4:59pm

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
HARRIS ABERNATHY
EMILY DALE

JILL HOUGH
CAITLIN KELLY
CHARLES WEBBER

Emily Dale arrived at 5:01pm after Agenda Item 4

Jerry McLaughlin joined at 5:04pm before the presentation began on Item 5

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.

None

4. APPROVAL OF MINUTES

[Approve the Minutes of the Heritage Preservation Commission meeting of October 21, 2020](#)

Moved by Charlie Webber, **seconded by** Harris Abernathy Approve as presented

Vote: 5 - 0

5. PUBLIC HEARING

A. SCA Paper, Cultural Resource Phase-1 Report (PZ-20-00071-03)

Address: [1600 E Butler](#)
Assessor's Parcel Number: [104-07-001-c](#)
Property Owner: [1600 E BUTLER AVE LLC](#)
Owner Address: [15 RESERVOIR RD,WHITE PLAINS NY 10603](#)
Applicant: [Corner Stone Environmental for Phase-1 Cultural Resource Report](#)
City Staff: [Mark Reavis HPO](#)

[The applicant, the retained heritage consultant, is presenting their Phase-1 Cultural Resource Report for review by the HPC](#)

[The HPO recommends that the Heritage Preservation Commission \(HPC\) receive the report for initial review and consideration. Listen to the consultants presentation and ask all relevant questions. It is recommended by the HPO that no determination of acceptance of the report and its conclusions be made at the November meeting; and that the HPC allow full consideration of all information over the next month. Consideration of the report and any additional information will be discussed at the December meeting. Please review the HPO's staff report for additional information.](#)

[See Staff Report](#)

[None](#)

[Presentation and Discussion](#)

[Josh Edwards, Cornerstone Environmental Consulting, presented on behalf of the property owner Due to a technical issues, Commissioner Abernathy lost access to the meeting for approximately 5-10 minutes during the presentation.](#)

[Commissioner Weber and Commissioner Hough asked questions pertaining to the application of local criteria and the findings on integrity for design, setting, materials and workmanship.](#)

[Commissioner Hayward and McLaughlin discussed the importance of the period of significance in the consideration.](#)

[Mark Reavis reviewed questions from the staff report and withdrew the question on phasing.](#)

[Commissioner Hayward and Hough discussed the benefits and costs of continuing this and creating more time for updating the report and working on mitigations.](#)

[Mr. Edwards expressed willingness to work on Webber's and Hough's comments and to consider the portion of the SOI guidelines discussing creative mitigation opportunities.](#)

Moved by David Hayward, **seconded by** Jerry McLaughlin Accept the Phase 1 Cultural Resource Study as-is with the condition that a published version of the study is created and disseminated for the public in conjunction with the HPO.

Vote: 6 - 1

NAY: Jill Hough

[Commissioner Hough believed that the commission should take further action to see the complex nominated for the National Register of Historic Places.](#)

[Ms. Dechter reminded the commission that they may not have the authority to carry that out.](#)

6. **GENERAL BUSINESS**

- A.** [Priority Based Budgeting Peer Review by Boards and Commission](#)
[Provide feedback to the City Manager's Office on the Priority Based budgeting material presented.](#)
 Jack Fitchett, Management Analyst, presented
 Chairperson Hayward said he would volunteer from the Commission
- B.** [Education: What are Preservation Standards](#)
[Please review the attached document for more detail explanation of Preservation Standards.](#)
 Mark Reavis presented and commissioner asked questions about the application of the guidelines in the City of Flagstaff's program.
- C.** [Historic Facades and Signs Grant Completion](#)
Address: [215 S Park St.](#)
 Sara Dechter presented before and after photos of a completed grant application.

7. **REPORTS**

A. APPROVALS

1. [310 E Dale Ave. - Porch reconstruction](#)
Permit Number(s): [BP-20-02241](#)
Address: [310 E Dale Ave.](#)
Type of Approval: [Porch reconstruction](#)
Approval Date: [10/27/2020](#)
2. [Old Courthouse Demolition- Courthouse & prosecutors office.](#)

[Permit Number\(s\): BP-20-02281 & BP-20-02282](#)

[Address: 15 N Beaver & 107 W Aspen](#)

[Type of Approval: Demolition](#)

[Approval Date: 10/27/2020](#)

3. [K&E Realty window replacement](#)
[Permit Number\(s\): BP-20-02358](#)
[Address: 104 W Forest Ave](#)
[Type of Approval: Permit for window replacement - approved with conditions](#)
[Approval Date: Oct 20, 2020](#)
4. [Mill Town - ADOT Demolitions](#)
[Permit Number\(s\): PZ-16-00239-08](#)
[Address: 1801 S Milton](#)
[Type of Approval: Concept Plat Review](#)
[Approval Date: Oct 22, 2020](#)

Project had a Phase 2 reviewed and approved in the past for the Fresquez house which has now been demolished. a local historian has additional research on the architecture and would like to present at a future meeting.

B. CONSULTATIONS

1. [Lofts at Continental](#)
[Permit Number\(s\): PZ-20-00183](#)
[Address: 5531 E Cortland](#)
[Type of Approval: Concept plan review](#)
[Approval Date: Oct 22, 2020](#)
2. [Trathnigg unit #4 demolition](#)
[Permit Number\(s\): PZ-20-00190](#)
[Address: 314 N Beaver](#)
[Type of Approval: Demolition review of back #4 unit](#)
[Approval Date: 10/27/2020](#)
3. [LNN RV Storage](#)
[Permit Number\(s\): PZ-19-00208-01](#)
[Address: 2690 E Huntington Dr.](#)
[Type of Approval: Site Plan Review](#)
[Approval Date: Oct 22, 2020](#)
4. [Newman Center - Catholic Facility](#)
[Proposed demolition and development of new facility](#)
[Permit Number\(s\): PZ-19-00207-01](#)
[Address: 520 Riordan Ranch St.](#)
[Type of Approval: Concept Plan Review](#)
[Approval Date: Oct 22, 2020](#)
5. [FSL San Francisco Square Senior Housing](#)
[Permit Number\(s\): PA-19-00031-01](#)
[Address: 320 N Humphreys](#)
[Type of Approval: IDS review - concept plan](#)
[Approval Date: Oct 22, 2020](#)

This item will be on a future agenda as a Phase 1 and Phase 2 for the existing structures on the site.

8. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

- A. [Duffie Westheimer, Executive Director, Townsite Community Land Trust:](#)
[Thank you note and invitation - Garage at 720 W Birch.](#)
[Please read the attached thank you note and invitation. If Commission members would like to accept Ms. Westheimer's invitation, they may do so in groups of less than three members, or by coordinating the date with the Commission liaison so that a quorum may be advertised.](#)

The commission was asked to notify the liaison and chairperson if they would like to take Ms. Westheimer up on her offer of a tour. A quorum could be advertised for this activity.

B. Other Miscellaneous

- Are we able to move the meetings start back to 4pm next month? Yes. Commissioner Dale does not anticipate any work conflicts in the spring. So the December 16 meeting will go back to 4pm

- for the foreseeable future.
- Do we expect a quorum for the December 16 meeting? Yes.
- Commissioner McLaughlin would like to meet with the HPO to share information and experience in the railroad history of Flagstaff.
- Congratulations to Commissioner Weber on his new job on the Kaibab National Forest.
- Would the Commission like the education topic for next month to be 10-30.30 section of the Zoning Code? Yes.

9. ADJOURNMENT

Adjourned at 6:58pm by unanimous consent

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on 11/12/20, at 3:00 p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this 12 day of November, 2020.

Tammy Bishop, Administrative Specialist

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