



City of Flagstaff

Community Development Division

211 W. Aspen Ave
Flagstaff, AZ 86001

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

www.flagstaff.az.gov

HPC-CRS

Date Received		Application to Heritage Preservation for a Cultural Resource Study		File Number	
Property Owner(s) MR. TIM KINNEY		Title OWNER	Phone (928) 779-2820	Email tk@kinneyconstruction.net	
Mailing Address 3825 MADERA RANCH RD			City, State, Zip FLAGSTAFF, AZ 86001		
Applicant CHRISTOPHER ALEXANDER ALEXANDER STUDIO LLC		Title RESIDENTIAL DESIGNER	Phone (928) 774-3065	Email Christopher@AlexanderStudio.net	
Mailing Address 1523 N AZTEC ST			City, State, Zip FLAGSTAFF, AZ 86001		
Property Interest of Applicant(s) (Owner, contractual interest, or agent) OWNER'S AGENT					
Site Address 2100 N KRAMER ST FLAGSTAFF 86001			City, State, Zip FLAGSTAFF, AZ 86001		
Project Name TIM KINNEY RESIDENCE PROJECT					
Parcel Number(s) APN #: 111-02-004V			Zoning District(s), including Overlays ER: ESTATE RESIDENTIAL / R1: DETACHED SINGLE FAMILY RESIDENTIAL		
Property Information:					
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Listed individually on the National or Arizona Register of Historic Places? (Name: _____)					
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Located in an existing Historic District? (Name: _____)					
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Has the structure every been inventoried or evaluated for the National Register?					
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Is the structure over 50 years old at the time of application?					
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Was all or a portion of the structure built before World War II as housing?					
Is the subject property: <input type="checkbox"/> Developed <input checked="" type="checkbox"/> Vacant Land?					
Type of HPC Application Requested:					
Cultural Resource Study Review - Please check all that apply:					
<input checked="" type="checkbox"/> Letter Report (May be reviewed by the Heritage Preservation Officer or the Commission)					
<input type="checkbox"/> Phase I (Must be reviewed by the Heritage Preservation Commission)					
<input type="checkbox"/> Phase II (Must be reviewed by the Heritage Preservation Commission)					
<input type="checkbox"/> Phase III (Must be reviewed by the Heritage Preservation Commission) May require redaction					
Note: Applications which are incomplete or not accompanied by the required information will not be accepted.					
Property Owner Signature: 		Date: 12/05/25	Applicant Signature: 		Date: 12/05/25
For City Use					
Date Filed: _____			HPC Hearing Date: _____		
Fee Receipt #: _____			Amount: _____		Date: _____
Action by HPC:					
<input type="checkbox"/> Consent Approval by HPO			<input type="checkbox"/> Denied		
<input type="checkbox"/> Approved			<input type="checkbox"/> Continued		
<input type="checkbox"/> Approved with Conditions					
			Staff Initial: _____		Date: _____

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. A Cultural resource study, prepared by professionals qualified in accordance with the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (36 CFR 61 Appendix A) as currently amended and annotated by the National Park Service.
- ✓ 3. Photographs of the context, including the property, surrounding properties, and the neighborhood.
- ✓ 4. Proof of ownership, or letter of authorization from the current property owner, if the applicant and owner are not the same.
- ✓ 5. List of content which may be confidential under federal law.
- ✓ 6. Any other information which the applicant feels would be helpful and/or pertinent to the request.
- ✓ 7. 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 review of a Phase I, Phase II, or Phase III Cultural Resource Study, 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.

Please also note that per the Flagstaff Zoning Code, the Heritage Preservation Officer may refer any application, including Letter Reports to the Commission for any reason. If the Heritage Preservation Officer refers the application, you will not need to resubmit, but additional materials may be requested.

If the Cultural Resource Study being submitted contains information that may be confidential under the National Historic Preservation Act or the Native American Grave Protection and Repatriation Act, please notify the HPO in advance of submitting your application for instructions on redaction(s).

Approval of a Cultural Resource Study does not indicate a final approval of a demolition permit, site plans, building plans, permanent sign permits and other applications that will be required prior to demolition, modification or construction.

If mitigation is approved as part of the study approval, final design of mitigation must meet all the requirements of the Flagstaff Zoning Code or Building Code, unless otherwise stated in Flagstaff City Code, Section 10-30.30 or in the requirements of the overlay zone. The Heritage Preservation Officer or Commission may elect to hold an application until a review by the InterDivision staff is completed and substantive comments have been provided to the applicant, if the mitigation proposed would require additional approvals by planning, building, or other city staff.

We encourage you to reach out early in designing your projects so that the HPO may assist you.

HPO contact information: Lauren Clementino, Phone: (928) 213-2633; Email: lclementino@flagstaffaz.gov

Description of the need for the Resource Study (i.e, demolition, alteration, grading, etc.)

The project parcel is within the City of Flagstaff but not within a developed Sub-Division. Therefore, we need to go through an informal Concept /Site Plan Review to ensure that procedures and requirements of the City are met and to identify any potential problems or concerns prior to submitting for a Building Permit.

In order to meet the requirements for Concept Plan Review Submission the Heritage Preservation Officer has determined that we need to provide a Cultural Resource Study prepared for the 6 1/2 acres of area that surround the construction area for the single-family residential project.

The Kinney Residence is a Detached Single Family home located on 36.8 acres of Ponderosa Pine Forested land with low to moderate slopes within the building area. Steep slopes and slopes greater than 35% occur on site outside the building area. The site is located on the Northeastern edge of Observatory Mesa overlooking Cheshire Estates and Cheshire Foothills. The Property is accessed via N Kramer Street from Cheshire onto Observatory Mesa.

The home to be constructed is a 3 Story, 4 Bedroom, 3 1/2 Bathroom Residence with 6,213 Sq Ft livable space and a 985 SF 2 Car Garage. Main Floor is 4,050 SF of mainly Living Spaces and (1) Master Bedroom Suite. 2nd Floor is 1,767 SF of 2nd Master Bedrm Suite, Guest Bedrms / Loft Space. 3rd Floor is a 396 SF Exercise Room. There are 3,993 SF of Uncovered Terraces and 2,048 SF of Covered Terraces.

The proposal is for a single-family home with a future Barn / Stable. Animal keeping is allowed in the ER zone on lots 5 acres or greater but not permitted in the R1 zone. Future Barn is shown in the Estate Residential ER Zone.

A part of the parcel is in the Resource Protection Overlay. The resource survey is based on the Resource Protection Overlay area. This project more than meets the preservation requirement of 50% tree Preservation Resource Protection Standards (10-50.90). 22 Trees will remain

LIST OF CONTENT WHICH MAY BE CONFIDENTIAL UNDER FEDERAL LAW.

Please note that the last map of the Cultural Resource Study contains sensitive information regarding the location of cultural sites in the vicinity and this information should not be disseminated in any way, except for the City of Flag historic preservation personnel.

SUMMARY OF CULTURAL RESOURCE STUDY FINDINGS

TO SUMMARIZE THE RESULTS, ENVIROSYSTEMS MANAGEMENT DID NOT FIND ANY CULTURAL RESOURCES ON THE 5-ACRE AREA OF PROJECT SITE THAT WAS STUDIED (INCLUDING A SMALL BUFFER AROUND THAT). SEE ATTACHED AREA OF STUDY AREA HIGHLIGHTED ON THE ATTACHED PDF OF THE SITE APPROVED BY LAUREN CLEMINTINO IN 11/19/25. SEE ATTACHED PDF "AREA OF CULTURAL RESOURCE STUDY SITE PLAN"

Insert additional pages if necessary

Tim Kinney

3825 Madera Ranch Road

Flagstaff, Arizona 86001

928-779-2820 X805

December 5, 2025

Re: Construction Permit
2100 N Kramer St.
Flagstaff, Arizona

Dear City of Flagstaff:

This letter of authorization is submitted to you to allow Christopher Alexander to represent me in the construction application process for the construction of the Kinney Residence at the above referenced location. If you have any questions or need further information please contact at the above address or telephone number.

Thank you,



Tim Kinney

CULTURAL STUDY SITE PHOTOS



