



City of Flagstaff

211 W. Aspen Ave

Flagstaff, AZ 86001

www.flagstaff.az.gov

Planning & Development Services Division

(928) 213-2618

frontcounter@flagstaffaz.gov

HPC-CRS

Application to Heritage Preservation for a Certificate within an Overlay

Property Owner(s)	Title	Phone	Email
Ian Hublitz and Holly Hublitz	Owners	928-600-0383	ian@greenmtconst.com
Mailing Address		City, State, Zip	
PO BOX 22144		Flagstaff, AZ 86002	
Applicant	Title	Phone	Email
Ian Hublitz and Holly Hublitz	Owners	928-600-0383	ian@greenmtconst.com
Mailing Address		City, State, Zip	
PO BOX 22144		Flagstaff, AZ 86002	
Property Interest of Applicant(s) (Owner, contractual interest, or agent)			
Owner			
Site Address		City, State, Zip	
820 N Beaver St.		Flagstaff, AZ 86001	
Project Name			
820 N Beaver St.			
Parcel Number(s)		Zoning District(s)	
101-04-020		Community Commercial	
Property Information:			
☐ Yes ☒ No Listed individually on the National, Arizona, or Flagstaff 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 Historic or Landmark Overlay? (Name: _____)			
☐ Yes ☒ No Has the structure every been inventoried or evaluated for the National, Arizona, or Flagstaff Register of Historic Places?			
☒ Yes ☐ No Is the structure over 50 years old at the time of application?			
Is the subject property: ☒ Developed ☐ Vacant Land?			
Type of HPC Application Requested:			
☐ Letter Report (May be reviewed by the Heritage Preservation Officer or the Commission)			
☒ Phase 1 (Must be reviewed by the Heritage Preservation Commission)			
☐ Phase 2 (Must be reviewed by the Heritage Preservation Commission)			
☐ Phase 3 (Must be reviewed by the Heritage Preservation Commission)			
Property Owner Signature:		Date:	Applicant Signature:
		8-11-26	

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



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Submittal Requirement Checklist

- ☐ Complete Application including all signatures.
- ☐ Payment of review fee. If applying for multiple types of HPC reviews only one fee is collected at the time of the first application for the same work.
- ☐ A Cultural Resource Study or proof the Study has already been submitted to the Heritage Preservation Officer. The Study must contain the following:
 - ☐ Preparer's qualifications demonstrating it was 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.
 - ☐ Photographs of the context, including the property, surrounding properties, and the neighborhood.
 - ☐ List or identification of any content which may be confidential under federal law.
 - ☐ All other requirements listed in [Heritage Preservation Code Section 10-30.30.050 Cultural Resources](#).
- ☐ Proof of ownership, or letter of authorization from the current property owner, if the applicant and owner are not the same.
- ☐ Any other information requested by the Heritage Preservation Officer or Heritage Preservation Commission.

Review Process and Guidelines

The Heritage Preservation Commission meets to review applications on the third Wednesday of each month. If you are submitting an application for review of a Phase 1, Phase 2, or Phase 3 Cultural Resource Study, Planning & Development Services must receive your application by the submittal deadline posted to the [Heritage Preservation application website](#).

For your item to be added to an agenda, the Heritage Preservation Officer (HPO) must deem the application complete 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 additional instructions.

Approval of a Cultural Resource Study or any associated mitigation 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. All approvals will be conditioned on their conformance with Zoning Code and Building Code standards. 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.

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



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

Due to significant structural deficiencies resulting from years of deferred maintenance and neglect, the proposed project seeks to demolish the existing masonry garage and wood-frame residence to make way for a new mixed- use development. The proposed development will incorporate a combination of commercial and residential spaces, creating a more functional and cohesive use of the property. This conceptual proposal has undergone an initial PAM review.









Armando Ruiz
Coconino County Assessor
110 East Cherry Avenue
Flagstaff, AZ 86001-4627
(928) 679-7962 or Toll Free (877) 679-7120
www.coconino.az.gov/assessor



R0060696



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OWNER:

Key Code: FQCQKMMY

NOTICE DATE: 02/10/2026
APPEAL DEADLINE: 04/13/2026

HUBLITZ IAN M & HOLLY E
2849 N GREGG DR
FLAGSTAFF AZ 86001



Annual Notice of Value for Tax Year 2027

THIS IS NOT A TAX BILL

Parcel Information: Subdivision: MT ELDEN HEIGHTS ADD Block: 94 Lot: 21 AND:- Lot: 22 ,
Sixteenth: SW Quarter: NW Section: 15 Township: 21N Range: 07E
Situs: 820 N BEAVER ST

Account Number
R0060696

Parcel Number
101-04-020

FULL CASH VALUE

2026 Value		2027 Value	
Property Class	Value	Property Class	Value
04.2	672,642	04.02	619,527

LIMITED PROPERTY VALUE

2026 Value				2027 Value			
Property Class	Value	Assessment Ratio	Assessed Value	Property Class	Value	Assessment Ratio	Assessed Value
04.2	334,535	.10	33,454	04.02	351,262	.10	35,126

Additional parcels will be listed on another page with this notice.

Dear Property Owner,

The Assessor's Full Cash Value has the same meaning as "market value" or, more accurately described, the Full Cash Value has a direct relationship to market value. The Assessor's Full Cash Value is adjusted according to what is occurring in the real estate market. This is done by completing an annual sales study and identifying market trends within each area of the county. Changes to the Assessor's FCV due to changes in the real estate market are delayed due to the Assessor's valuation timeline, allowing an opportunity for property owners to review their assessed property values prior to receiving their property tax bill.

While the Full Cash Value may rise and fall yearly depending on the real estate market, it is important to note that all property taxes are calculated based on the Limited Property Value. As the name suggests, the Limited Property Value is "limited" on how much it can increase per year and it can never be higher than the Full Cash Value. Please refer to the back of this notice for more information regarding the Assessor's Limited and Full Cash Values.

The Assessor is solely responsible for identifying and valuing all locally assessed property within the county. The Assessor does not establish the tax rate and does not collect property taxes. If you disagree with the Full Cash Value or Property Classification, you may file a petition with the Assessor on or before the appeal deadline. Appeal information and forms can be found on the Assessor's website or by calling our office.

Did you know that the Assessor also administers property tax exemptions and tax assistance programs for individuals on a limited income? This includes tax savings programs for widow/widowers, persons with a permanent disability, Veterans with a disability and property owners over the age of 65. Applications for these programs are currently being accepted and those interested are encouraged to contact the Coconino County Assessor's office. The Assessor team is readily available to assist individuals with the program qualifications and the application process.

The Assessor's Office remains open to the public, but we continue to ask our customers to take advantage of our alternative methods of service, utilize our online functions and call before visiting the office.

Thank you for the opportunity to serve you,

Armando J. Ruiz

