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City of Flagstaff **Planning & Development Services Division**
211 W. Aspen Ave
Flagstaff, AZ 86001
www.flagstaff.az.gov
(928) 213-2618
frontcounter@flagstaffaz.gov

HPC-C

Application to Heritage Preservation for a Certificate within an Overlay

Property Owner(s)	Title	Phone	Email
A and R Rosales Family Trust		928-699-1683	rosalbg421@gmail.com

Mailing Address	City, State, Zip
2420 W. Kiltie Ln	Flagstaff, Arizona 86005

Applicant	Title	Phone	Email
Nic Rakestraw		928-440-3352	support@evolvedsupplyco.com

Mailing Address	City, State, Zip
9 N Leroux St	Flagstaff, AZ, 86001

Property Interest of Applicant(s) (Owner, contractual interest, or agent)
Contractual Interest

Site Address	City, State, Zip
9 N Leroux St	Flagstaff, AZ, 86001

Project Name
Bladed Sign

Parcel Number(s)	Zoning District(s)
102-20-019A	CB Railroad Historic Distric

Property Information:

- ☑ Yes ☐ No Listed individually on the National, Arizona, or Flagstaff Register of Historic Places? (Name: Raymond Building)
- ☑ Yes ☐ No Located in a National Register Historic District? (Name: Railroad Historic Distric)
- ☑ Yes ☐ No Is a structure on the property considered contributing to the District?
- ☐ Yes ☐ No Located in a Historic or Landmark Overlay? (Name: Downtown)
- ☑ 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?
- ☑ Yes ☐ No Does this application include review of a sign in an overlay or the Central Sign District?

Type of HPC Application Requested:

- ☑ Certificate of No Effect (May be reviewed by the Heritage Preservation Officer or the Commission)
- ☐ Certificate of Appropriateness (Must be reviewed by the Heritage Preservation Commission)
- ☐ Certificate of Economic Hardship (Must be reviewed by the Heritage Preservation Commission)

Property Owner Signature:	Date:	Applicant Signature:	Date:
DocuSigned by: 515524F5D83D442...	7/23/2026	DocuSigned by: Nic Rakestraw 1E819FB7155A40C...	7/23/2026

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.
- ☐ An electronic copy of drawings needed to describe the proposal, which may include a Site Plan, Floor Plans, Exterior Elevations, Building Sections, 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.
- ☐ An electronic copy of a Color Board depicting all exterior materials and finishes associated with the work.
- ☐ An electronic copy of photographs of the context, including the property, surrounding properties, and the neighborhood. Include historic photos of the property in the case of restoration projects, if available.
- ☐ A list of related permits and development applications that have been or will need to be submitted.
- ☐ Proof of ownership, or letter of authorization from the current property owner, if the applicant and owner are not the same.
- ☐ Any other information which the applicant feels would be helpful and/or pertinent to the request.
- ☐ Any other information requested by the Heritage Preservation Officer or Heritage Preservation Commission.
- ☐ For Certificates of Economic Hardship, contact the Heritage Preservation Officer for additional submittal requirements.

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 Certificate of Appropriateness or Economic Hardship, 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 HPO may refer any application, including Certificates of No Effect to the Commission for any reason. If the HPO refers the application, you will not need to resubmit, but additional materials may be requested.

Applications pertaining to Certificates for properties with the Townsite Overlay Zone must also be properly noticed 15 days prior to the public hearing in accordance with *Section J of the Townsite Historic Design Review Overlay District Design Standards and Guidelines*.

Approval of a Certificate does not indicate a final approval of site plans, building plans, permanent sign permits, and other applications that will be required prior to demolition, modification, or construction. Approval of all Certificates will be conditioned on their conformance with Zoning Code and Building Code standards. The Heritage Preservation Officer 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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Project Description:

Exterior bladed sign featuring business logo

Sign will be made of wood with a carved logo, hung from iron bracket. See examples attached

Explanation of how the project meets the applicable Overlay (Downtown, Townsite, or Landmark) design standards and guidelines and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*:

The project will round out the storefront and bring in more visitors.

Adding the hanging sign will make our storefront consistent with the general design,

and aesthetic of the businesses in downtown.

The nuetral and earth tone colorways will showcase the business and its aesthetic rooted in

the public lands around Flagstaff while remaining consistent with

much of downtown's existing color palette.

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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 criteria for determining the significance of a cultural resource is based on the potential of the cultural resource to contribute to our understanding of the past. A cultural resource is significant if:

a. It is listed or eligible as a National Historic Landmark, or for the National Register of Historic Places, or the Arizona Register of Historic Places; or

b. 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, the State of Arizona, or the United States of America; or

c. It represents the work of, or for, an important individual; or

d. 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

e. It has yielded, or may be likely to yield, information needed for scientific research, such as important archaeological resources.

Original Construction Date: 1911

Describe Previous Major Alterations (Include dates):

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

a. Historic Place within Railroad Historic District

Source(s) of Information Used:

Public Records, Owner Records

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

Proposed project makes no permanent or detrimental changes to the building or it's historical ir

PROPERTY OWNER AUTHORIZATION LETTER

Date: 07/22/26

City of Flagstaff
Planning & Development Services Division
211 W. Aspen Avenue
Flagstaff, Arizona 86001

RE: Property Owner Authorization for Sign Permit and Heritage Preservation Application
Property Address: 9 N. Leroux Street, Flagstaff, Arizona 86001

To Whom It May Concern:

I, **Mark Anthony Rosales, A and R Rosales Family Trust LLC** , certify that I am the legal owner or authorized representative of the property located at **9 N. Leroux Street, Flagstaff, Arizona 86001**.

I hereby authorize my tenant, **Evolve Co.**, and its authorized representatives, contractors, designers, and agents to prepare, submit, and process applications with the City of Flagstaff related to the installation, modification, review, and approval of signage at the above-referenced property.

This authorization includes, but is not limited to, the following:

- Sign permit applications;
- Heritage Preservation Commission applications;
- Applications for a Certificate of No Effect or Certificate of Appropriateness;
- Planning, zoning, building, and development review applications associated with the proposed signage; and
- Communication with City of Flagstaff staff regarding the application and review process.

This authorization does not transfer ownership of the property and is limited to the processing and completion of permits and approvals associated with Evolve Co.'s proposed signage and related improvements.

I understand that all proposed work remains subject to applicable City of Flagstaff zoning, building, sign, historic preservation, and development requirements.

Please accept this letter as proof of ownership authorization for Evolve Co.'s application.

Sincerely,

Mark Anthony Rosales, A and R Rosales Family Trust LLC

Title, if applicable: Owner

Property Owner or Ownership Entity:

A and R Rosales Family Trust LLC

Mailing Address:

2420 W. Kiltie Ln

Flagstaff, AZ 86001

Phone: 928-699-1683

Email: rosalbg421@gmail.com

Property Owner Signature:

Date: 7/22/2026



OUTDOOR GEAR

EVOLVED
Supply Co.
FLAGSTAFF, ARIZONA
OUTDOOR GEAR
OPEN
EVOLVED
Supply Co.
FLAGSTAFF, ARIZONA
FLAGSTAFF
MADE
OUTDOOR
GEAR
and
APPAREL
COME IN
EVOLVED
Supply Co.
FLAGSTAFF, ARIZONA
OUTDOOR GEAR
ALPINE
PIZZA
DELIVERY
EST. 1975
STOP
EVOLVED
Supply Co.
FLAGSTAFF, ARIZONA
FLAGSTAFF
MADE
OUTDOOR
GEAR
and
APPAREL
COME IN