

**PRESCOTT PRESERVATION COMMISSION**  
**March 13, 2009**  
**Prescott, Arizona**

MINUTES OF THE PRESCOTT PRESERVATION COMMISSION held on **March 13, 2009** in the **CITY COUNCIL CHAMBERS** located at **201 S. CORTEZ ST.**, Prescott, Arizona.

**I. CALL TO ORDER**

Chairman Doug Stroh called the meeting to order at 8:00 AM.

**II. ATTENDANCE**

**MEMBERS PRESENT**

Doug Stroh, Chairman  
Frank DeGrazia, Vice Chairman  
Russ Buchanan  
Elizabeth Ruffner  
Mike Todd  
Marv Wright  
Elisabeth Ruffner

**OTHERS IN ATTENDANCE**

George Worley, Asst. Community Development Director  
Nancy Burgess, Historic Preservation Specialist  
Mike Bacon, Community Planner  
Kelly Sammeli, Recording Secretary

**COUNCIL MEMBERS PRESENT**

Lora Lopas, Council Liaison

**III. REGULAR AGENDA**

- 1. Consider approval** of minutes of the February 13, 2009 meeting.

Mr. DeGrazia, **MOTION:** to approve the Prescott Preservation Commission minutes of the February 13, 2009. Mr. Wright, **2<sup>nd</sup>. VOTE:** 6-0.

- 2. HP09-007, 319 S. Mt. Vernon Avenue.** Historic Preservation District # 13, Southeast Prescott. APN: 110-03-034. Consider request for support for variance to exceed the total lot coverage. Owner is Warren C. Kuhles. Applicant is Robert Burford. Historic Preservation Specialist, Nancy Burgess.

Ms. Nancy Burgess, Preservation Specialist noted that the application was a request for support from the Preservation Commission for a variance for the property at 319 S. Mt. Vernon, located on the corner of S. Mt. Vernon Avenue and Oak Street to add a garage. Ms. Burgess reported that the Preservation Commission had reviewed projects for this location in the past, including a previous variance for side yard setbacks. Ms. Burgess indicated that the applicant seeks support for a variance to exceed the lot coverage. Ms. Burgess reported that the current lot coverage is at 39% and 40 % lot coverage is allowed per code. Ms. Burgess noted that the request for the addition of the garage to be located at the rear of the lot, off the alley, would bring the lot coverage to 46%. Ms. Burgess further noted that the property currently does not have a garage and the house itself has been converted back to a single family residence from a multi-family dwelling and has had a lot of restoration and improvements on the property. Ms. Burgess placed a photograph of the property on the overhead projector and indicated that because there is a sight triangle at the corner of the property, the garage would have to be set back on the lot to keep a clear view of the sight triangle. The proposal reflects the driveway entrance to be located off of Oak Street which the City Engineering Department has approved. Ms. Burgess indicated that the applicant is intending to work around the tree in the area so it will not have to be removed. Ms. Burgess

noted that the garage that is proposed is a garage that is going to be relocated from Country Club Drive and it is not a historic building. If the variance is approved by the Board of Adjustment, the garage placement on the property would not have a negative impact on the historic integrity of the property. In closing Ms. Burgess noted that the architect, Robert Burford and the applicant, Warren C. Kuhles were present at the meeting. Ms. Burgess further noted that she and Mr. Burford checked and rechecked the lot coverage calculation and are certain that with the addition of the garage, the lot coverage would be at 46%.

Mr. DeGrazia inquired if the lot coverage calculation included the porches.

Ms. Burgess indicated that any covered porches are included as well as anything that has a footprint.

Mr. DeGrazia inquired if the brick driveway was included in the calculation.

Ms. Burgess reported that sidewalks or driveways are not calculated, the calculation is based on the under roof area.

Mr. Todd inquired why the applicant is coming before the Preservation Commission prior to obtaining the variance from the Board of Adjustment.

Ms. Burgess indicated that the Board of Adjustment wants a recommendation by the Preservation Commission regarding the appropriateness of the variance request in a historic district.

Mr. Todd asked the applicant if the storage shed would be removed when the garage is placed.

Mr. Warren Kuhles, 319 S. Mt. Vernon indicated that the storage shed would be removed.

Mr. DeGrazia commented that the area coverage appeared to be a lot more than 46%.

Ms. Burgess reported that she had thought that too, so she had several people scale it out to double check and it is correct.

Chairman Stroh noted that the Commission was reviewing the site plan today for support of the variance request and if the Board of Adjustment approves the request, the applicant will return back before the Preservation Commission with the overall garage design.

Ms. Burgess indicated that was correct. If the variance is approved the applicant will have to return before the Preservation Commission for review, because the garage will require a building permit and in order to obtain the building permit, the project has to be approved by the Preservation Commission.

Mr. Todd inquired if there was a deck or patio area in top of the garage.

Chairman Stroh inquired where the garage will come from.

Mr. Kuhles noted that he could not remember the address exactly but he thought it 988 or 986 Country Club Drive. (actually 829 Country Club Drive)

Ms. Burgess noted that the garage is not a historic building and it was located at the last house in the West Prescott Historic District just where Vista enters into County Club Drive.

Ms. Burgess further noted that the garage was yellow and green in color and that there are stairs to the side of the garage that provide access to the top of it for a deck area.

Ms. Burgess described how the lot at 319 S. Mt. Vernon is relatively flat and the placement of the garage will be set out of the sight triangle. The doors of the garage will face Oak Street, the driveway entrance is off of Oak Street and the rear yard is fenced with a six foot high fence so the garage will be somewhat hidden.

Mr. Wright noted that the garage appears to be screened and then asked the applicant how close the roof top deck would be to the neighbors, and if they had spoken to the neighbors to the north, regarding the project about the possibility of the deck overlooking their rear yard.

Mr. Kuhles indicated that he has not talked to the neighbors however, would be willing to have the conversation.

Mr. Wright noted that it might be helpful for the applicant to have input from the neighbor when he goes to the Board of Adjustment and again asked how close the roof top deck would be to the northern neighbor?

Mr. Kuhles indicated that it would depend on the final placement of the garage but the garage would be about 25 feet away.

Mr. Wright commented that would mean that the deck area could view most of the neighbor's back yard.

Chairman Stroh inquired if the neighbors had been notified.

Ms. Burgess reported that the neighbors will be notified as part of the notification process of the variance request with the Board of Adjustment.

Mr. Kuhles noted that the neighbors were good friends as well as neighbors.

Chairman Stroh inquired what the driveway would be made of.

Mr. Kuhles noted it would be concrete and that he would prefer to have the driveway come off of the alley rather than Oak Street, but he would need to discuss that with the architect.

Robert Burford, Architect, 339 S. Cortez Street, noted that the alley does have a sight triangle because it has several houses that access the alley for their driveways. Mr. Burford further noted that they might request a variance from that also. Mr. Burford indicated that in rotating the garage to get the access from the alley they encountered several setbacks. One was the separation distance of the house and the garage and the other was if the garage doors open up into the alley, the setback would require a six foot setback, and that will still put the garage too close to the house to allow access to the stairs for the deck. Mr. Burford further noted that another concern they have is that Mt. Vernon is one story higher than the alley and the garage deck will be approximately the same level as the main living level of the house next door. Mr. Burford added that Mr. Kuhles can have a discussion with the neighbor and that information will be provided as part of the variance request and that they are asking for the Preservation Commissions support to move forward with the variance request.

Mr. DeGrazia inquired why the plans in their packet reflected two setbacks, one noted at 25 feet and the other at 4 feet.

Mr. Burford explained that the 25 foot setback was for the residence and the 4 foot setback was for the accessory structure. Mr. Burford added that if the accessory structure (the garage) does not open onto the alley the setback is only 4 feet, however, if the doors would open onto the alley the setback would require 6 feet.

Mr. Todd asked Mr. Burford that if they were trying to get access off of the alley and the garage has to set back to accommodate the sight triangle, does that leave enough room to enter off the alley and immediately enter into the garage?

Mr. Burford indicated that they were looking at possibly rotating the garage a little more.

Ms. Burgess explained that for the doors to face towards the alleyway is because the alley tends to be narrow and the 6 ft setback allows for room to maneuver, and if the doors don't open onto the alley, the building can be set back at 4 feet, closer to the alley and it has to be a detached structure.

Chairman Stroh called for other comments or questions from the Commissioners.

Mr. Wright commented that he could support only the garage because there is enough buffering however, because the neighbors to the north will be directly affected by the roof top deck he would not support the garage with the roof top deck until the Commission knows for sure that the neighbor is o.k. with that.

Ms. Burgess indicated that they were not voting on the design of the garage they were only voting on the support or non support of the variance. Ms. Burgess further indicated that Mr. Kuhles will be receiving and submitting letters regarding the project from the neighbors that he would submit during the Board of Adjustment process, and if the variance is granted by the Board of Adjustment, Mr. Kuhles will return before the Preservation Commission with the complete project design to review.

Mr. Wright indicated that if the motion was for the garage and nothing was mentioned about the deck he would support it today.

Chairman Stroh concurred with Mr. Wright's concerns.

Ms. Burgess indicated that today the Preservation Commission was only looking at lot coverage.

Chairman Stroh indicated that he also could support the request.

Mr. Buchanan asked Mr. Burford if they had considered going with a zero setback on the east side and have the doors open up on the view triangle since they were asking for a variance anyway.

Mr. Burford noted that could give them enough room to come into the current gate.

Ms. Ruffner indicated that she was concerned with the historic neighborhood and a "tainted" garage and the pattern of the site needs to be taken into consideration also, and by trying to make the garage fit, the historic grid of the garages are lost.

Mr. Buchanan commented that he agreed, and that he didn't mean to rotate the garage, but move it over to a zero lot line.

Chairman Stroh noted that each of Commission members has concerns and that the project will be reviewed in detail if the variance is approved and they come back to the Preservation Commission.

Ms. Burgess noted that the applicant can request the setback adjustment in the variance also but it will not be part of the recommendation of the Preservation Commission as it was not included as part of the agenda item of increasing the lot coverage. Ms. Burgess further noted that the request was for a 6% increase of lot coverage.

Chairman Stroh called for a motion.

Mr. DeGrazia, MOTION: Move to approve HP09-007, for support for additional lot coverage variance.

2<sup>nd</sup>. Chairman Stroh. VOTE: 6-0.

### 3. **Discuss and Adopt 2009 Goals.**

Ms. Burgess noted that the Commissions had a 2009 Goal list in their packet and reported that the draft goals for 2009 were comprised from the 2008 Goals and from discussions that have taken place over the last year.

Ms. Ruffner comments that she thought the goals for 2009 were good except she would like to recommend that the Commission make a stronger statement about listing the museum at the Rodeo Grounds to a higher priority. Ms. Ruffner then asked staff where the Master Plan for the Rodeo Grounds is that administrative services is working on.

Ms. Burgess indicated that they are working on the plan and there have been some engineering studies as well as life safety studies started however they have not been completed.

Ms. Ruffner inquired if it would be likely that the Master Plan would include the recommendation of the museum building for the Preservation Commission.

Ms. Burgess indicated that there has been some discussion however nothing has been firmed up and if the Commission would like to make changes to move Number 6 of the 2009 goals list up, then it can be done.

Discussion ensued regarding the different components of the Rodeo Grounds that could be included into a National Register nomination such as the different rock buildings and the bleachers.

Ms. Ruffner commented that she had the wording for a motion for Goal # 6.

Ms. Ruffner, MOTION: that Goal # 6 is revised to read: "recommend inclusion of all buildings eligible (for the National Register) and affirmation of the intention to create the Worlds Oldest Rodeo Museum at the Rodeo Grounds in the Master Plan".

Mr. Todd, 2<sup>nd</sup>. VOTE: 6-0.

Ms. Burgess inquired if the item needs to be moved up.

Ms. Ruffner commented no, she did not think so, however, all the Commissioners should keep all of the goals in mind as something they need to keep doing.

Mr. Todd asked Ms. Burgess who she had in mind to participate with the realtor workshops and walking tours, of Goal # 8.

Ms. Burgess noted that she will be doing that herself and that she will be participating in a realtors workshop later this month.

Ms. Ruffner noted that she would like to attend that.

Mr. Todd inquired about the walking tours and how often they would occur.

Ms. Burgess indicated that it depends on the type of walking tour people are interested in. Ms. Burgess further noted that if people are looking for a historical story type walk then she referred people to Melissa Ruffner. Ms. Burgess noted that she does architectural walking tours and it depends on the group and what they are looking for.

Mr. Todd inquired if the tours were pre scheduled.

Ms. Burgess noted that they were and that she generally invites the Commissioners to come along as it is interesting and very educational.

Ms. Ruffner commented that with the imminent retirement of Ms. Burgess that the Commission should take more responsibility of informing the general public of the architectural assets and building history within Prescott.

Ms. Burgess informed the Commission that there will be a Boards and Commission workshop, which is worth attending on April 21, 2009 for all board members and commissioners. There will be many helpful topics discussed such as ethics, Parliamentary Procedures, historic preservation, and code responsibilities.

Ms. Ruffner inquired if the State Centennial Committee would be invited to attend the training.

Ms. Burgess indicated that would be up to management as it was a committee rather than a board or commission. Ms. Burgess noted that she would mention it to Tom Guice.

Chairman Stroh inquired if the City of Prescott would be hosting the State Preservation Conference again in the future.

Ms. Burgess indicated that Prescott was now at the bottom of the list because the event was held in Prescott two years ago. Ms. Burgess further noted that the City of Prescott has hosted the event twice in twenty years.

Ms. Ruffner noted that the City can accommodate over 500 guests and that she would like to see Prescott make a submission that Prescott host the State Preservation Conference again in the next several years. Ms. Ruffner further noted that she has submitted two buildings this year for the Governors' Award, as part of the State Preservation Conference: the Knights of Pythias building and the Sam Hill Warehouse. Ms. Ruffner also informed the Commissioners that the State Historical Convention will be held in Prescott in April of this year.

Ms. Burgess asked the Commissioners if there was anything further on the goals.

Mr. Buchanan asked his fellow Commissioners if they thought it made sense to target 2012 to host the conference.

Ms. Ruffner noted that the Centennial event will start in February of 2011 and that the Preservation Commission should target that date.

All the Commission members concurred.

Ms. Burgess inquired if goal # 3 should be amended to include the target date.

Chairman Stroh noted yes.

Ms. Ruffner added that the City of Prescott and Yavapai County have appointed Centennial Commissions (committees). Ms. Ruffner further noted that there is also a website that will include Yavapai County's history and a calendar for state events with maps to recognize the Centennial of the State of Arizona. Ms. Ruffner explained that the City has had several meetings to discuss what role they will play in the Centennial events and that there is a world-renowned Philatelist that has shared information regarding first day covers and that it is almost automatic to have a stamp created for the Centennial of a State. Ms. Ruffner further explained that it is typical for the state to unveil a Centennial Stamp at the Capital and that all communities are eligible in asking for a first day cover celebration for that community, which is then franked within the post office of that community.

Ms. Burgess reported that there were Commission members assigned to some of the goals and that if they were unable to do it, now was the time to opt out. Ms. Burgess further reported that Mike Bacon will be handling the stewardship and preservation awards again this year and Mr. Stroh and Mr. Buchanan will also be on that committee. Ms. Burgess reminded the Commissioners to keep in mind any nominations for historic preservation or stewardship awards so that there will projects to award. Ms. Burgess also indicated that she will need to get with Ms. Ruffner to discuss if there will be an Elisabeth Ruffner award this year.

Ms. Ruffner inquired if the Knights of Pythias building and the Sam Hill Warehouse should be included.

Mr. Burgess noted that the Sam Hill Warehouse has already been done and that the Knights of Pythias will not be completed and could be saved for next year. However, it is up to the committee.

Ms. Ruffner indicated that she was meeting with the owners of the Knights of Pythias building and could inquire what the projected date of completion was.

Mr. DeGrazia indicated it was the third week in May.

Ms. Ruffner commented that the Preservation Commission should try and include the site then.

Ms. Burgess indicated that it would certainly be discussed.

Mr. Wright noted that he would no longer be with the Preservation Commission in July and they would have to find a replacement for his assignment in relation to Goal # 5.

Ms. Burgess indicated that was correct.

Mr. Todd indicated that he would like to attend the walking tour if he could be notified when it will take place.

Ms. Burgess noted Mr. Todd's request and indicated that she has one coming in October and she could use someone to assist in keeping the group together if he was interested.

Mr. Todd commented that he would be happy to do that if he was available.

Ms. Burgess indicated that a motion to adopt the goals was in order if everyone now agreed with the changes.

Chairman Stroh, MOTION, to adopt the 2009 Goals with the revisions that the Commission has inserted.

Ms. Ruffner, 2<sup>nd</sup>.

VOTE: 6-0.

#### **IV. SUMMARY OF CURRENT OR RECENT EVENTS**

##### **1. Recap and update on 2008 Preservation Commission projects. Marv Wright.**

Mr. Wright provided photographs on overhead projector and noted that the photographs reflected some of the items that were reviewed in 2008 by the Preservation Commission. Mr. Wright provided an overview of the projects as the photographs were shown and noted the changes that had occurred with projects on North Pleasant, South Pleasant, Mount Vernon, and The Smoki Museum. The review included new signage located through-out the downtown area, including a request for political signage, and included the Elks Building, the Knights of Pythias building and the new Panda Express. In reviewing the projects Mr. Wright commented that the Preservation Commission must be doing a great job as the projects turned out very well. Mr. Wright closed his report by noting that there was not much change on the Goldwater House.

Mr. Todd inquired what the process was to have the sign project that needed repainting corrected. (Referring to the proposed political sign at Cortez & Gurley).

Ms. Burgess noted that George Worley would respond to the procedures that are occurring.

Mr. Worley, Assistant Community Development Director, indicated that the political sign did not go up and that the property owner claimed an original grandfathering status of the American Ranch sign. Mr. Worley noted that the case file has been passed onto the Legal Department to determine what the outcome will be, however, until the outcome is decided the sign will remain.

Mr. DeGrazia noted that he was under the impression that when the American Ranch sign was painted it was illegal.

Mr. Worley indicated that the information has yet to be determined as there was some research being conducted to see if there were any sign permits issued for the older signs within the downtown area and the Legal Department can determine the outcome.

Chairman Stroh asked Mr. Wright if, in his opinion, he believes that the projects increased the value of the homes and the surrounding homes affected by the projects reviewed by the Preservation Commission.

Mr. Wright indicated yes, and added that there are projects that still remain to be completed that were already approved.

Chairman Stroh noted that was a positive report and that should conclude the meeting.

Mr. Todd noted that he wanted to make a correction to the minutes as he was not present at the last meeting but in reviewing the minutes on page 9 there was an item that indicated a 6-0 vote and there was only five Commissioners present.

Ms. Burgess noted that change will be made to the minutes. Ms. Burgess added that the City was presently taking applications to fill the vacant position on the Commission and if any of the Commissioners knew anyone who would be interested in applying, please tell them to fill out an application and turn it into the City Clerk.

#### V. ADJOURNMENT

The meeting was adjourned at 9:02 AM.

  
Doug Stroh, Chairman