



# PRESCOTT PRESERVATION COMMISSION A G E N D A

PRESCOTT PRESERVATION COMMISSION  
REGULAR MEETING/PUBLIC HEARING  
FRIDAY, May 10, 2013  
8:00 AM

CITY COUNCIL CHAMBERS  
201 S. CORTEZ STREET  
PRESCOTT, ARIZONA  
(928) 777-1100

The following agenda will be considered by the **Prescott Preservation Commission** at its **Regular Meeting / Public Hearing** to be held on **Friday May 10, 2013** in **Council Chambers, 201 S. Cortez Street, Prescott, Arizona at 8:00 AM**. Notice of this meeting is given pursuant to *Arizona Revised Statutes, Section 38-431.02*.

**I. CALL TO ORDER**

**II. ATTENDANCE**

**Members**

Mike Todd, Chairman  
Lee Vega, Vice Chairman  
Russ Buchanan  
Trinidee Shelton

Christy Hastings  
DJ Buttke  
Robert Burford

**III. REGULAR AGENDA**

- 1. Approval of the minutes** of the April 12, 2013 meeting.
- 2. HP13-009**, 126 N Marina St. APN: 113-16-057. Courtesy review for interior remodel, window replacements, skylight additions, and landscape improvements. Applicant is Bill Otwell, Architect. Historic Preservation Specialist, Cat Moody.
- 3. HP13-010**, 323 Cochise St. Historic Preservation District #10, Pinecrest. APN: 108-01-076. Request approval for detached garage. Applicant is Todd Marolf.

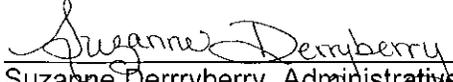
**IV. UPDATE OF CURRENT EVENTS OR OTHER ITEMS OF NOTE**

**V. ADJOURNMENT**

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**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall and on the City's website on May 3, 2013 at 3:00 PM in accordance with the statement filed with the City Clerk's Office.

  
Suzanne Derryberry, Administrative Assistant  
Community Development Department

*The City of Prescott endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 928-777-1100 (voice) or (TDD) to request an accommodation to participate in the meeting.*



**PRESCOTT PRESERVATION COMMISSION  
REGULAR MEETING / PUBLIC HEARING  
APRIL 12, 2013  
PRESCOTT, ARIZONA**

**MINUTES OF THE OF THE PRESCOTT PRESERVATION COMMISSION REGULAR MEETING / PUBLIC HEARING held on April 12, 2013 at 8:00 A.M. in COUNCIL CHAMBERS located at 201 S. Cortez Street, Prescott, Arizona.**

**I. CALL TO ORDER**

Chairman Todd called the meeting to order at 8:00 a.m.

**II. ATTENDANCE**

<b>MEMBERS PRESENT</b>	<b>STAFF PRESENT</b>
Mike Todd, Chairman	Cat Moody, Preservation Specialist
Lee Vega, Vice Chairman	George Worley, Planning Manager
DJ Buttke	
Russ Buchanan	<b>COUNCIL PRESENT</b>
Christy Hastings	Mayor Kuykendall
Robert Burford	
Trinidee Shelton	

**III. REGULAR AGENDA**

**1. Approval of the minutes** of the March 8, 2013 meeting.

Mr. Vega, MOTION to approve the minutes of the March 8, 2013 meeting. Mr. Burford, 2<sup>nd</sup>, VOTE 7-0; passed.

**2. HP13-006, 141 S Mount Vernon Ave. Historic Preservation District #13, Southeast Prescott. APN: 110-01-058. Request for approval of a replacement fence, and moving an existing fence. Applicants are Ron and Linda Woodward. Historic Preservation Specialist, Cat Moody.**

Ms. Moody reviewed the staff report and indicated that the request was to relocate certain portions of an existing fence and then reconstruction an existing fence closer to the property line. Ms. Moody discussed the current location of the fence and provided photos on the overhead projector.

Ms. Moody continued by discussing specific aspects related to the request and noted that the property owners were present.

Mr. Burford discussed the fence being placed on the property line. Mr. Worley stated that the fence would need to be placed entirely on the applicant's property; any encroachments across the property line would require a joint application from the two property owners.

Mr. Todd discussed the fence on the adjacent property and noted that the commission had previously reviewed that item.

Lynn Kincaid, 145 S Mount Vernon, discussed the construction of her neighbor's fence and addressed the concerns regarding the "dead cat space". She continued by discussing the property dispute and her concerns regarding the suggested proposal.

Russ Kincaid, 145 S Mount Vernon, discussed the construction of the fence and the back gate. He voiced his concerns regarding the fence being put up without having a fence permit.

Mr. Todd reiterated the concerns of Mr. and Mrs. Kincaid for better clarification:

- 1) The fence should not be placed directly on the property line; it should be placed entirely on their own portion of their property
- 2) They would like to see a portion of the lattice fence that rises above their own fence reduced so they don't see it, due to the incompatibility with their own fence line.

Mrs. Kincaid stated that was only part of their concerns, she also disagreed with the type of material being used for their fence.

Mr. Buchanan asked for clarification regarding the purview of the commission. Mr. Todd stated that it would be an issue between the homeowner's as to whether or not they could agree on having a fence placed directly on the property line. Currently, the applicant's should be granted the ability to place an appropriate fence on their property, but not on the property line itself.

Various members of the commission and staff discussed the elevation difference on the applicant's property.

Ron Woodward, 141 S Mount Vernon, discussed the lattice fence and the concrete pilings as well as having his property surveyed. In addition, Mr. Woodward pointed out that his fence, including the concrete that hold the posts, would be placed entirely on his property and not on the property line.

Mr. Worley stated that the code states that the fence heights would be measured from the higher side of the fence to account for differences in grades along property lines. He also noted that since the fence would require a permit, the fence would be inspected and measured to ensure it meets the code standards.

Mr. Burford discussed setbacks and fencing requirements in regards to setbacks.

Ms. Moody stated that the commission had in the past approved fences constructed out of lattice.

Mr. Todd wanted to know if the fence was found to be in violation of code if they would be required to take it down to the allowable 6 feet in height. Ms. Moody confirmed and stated that they would be required to come into compliance regarding the height.

Mr. Burford and Mr. Woodward discussed the construction material of the fence.

Mr. Burford stated that it was unfortunate that the applicant had not followed the permitting process and therefore didn't have the ability to see the fence proposal prior to it being constructed.

Mrs. Woodward stated that they were unaware that a permit was required.

Mr. Buttke commented on the previous presentation from Mr. and Mrs. Kincaid for the wrought iron fence and discussed the "dead cat space".

Mrs. Kincaid discussed the dead space and the shifting of the fence line.

Mr. Todd, MOTION to approve HP13-006 with the requirement that all of the improvements proposed in the request be solely on the property side of 141 S Mount Vernon Ave and that any fencing along the length of the property line be within the zoning ordinance and requirements as currently stated by the city. Mr. Vega, 2<sup>nd</sup>. VOTE 7-0; passed.

3. **HP13-007**, 150 S Montezuma St. Historic Preservation District #1, Courthouse Plaza. APN: 109-02-017. Request approval for two fixed frame awnings with business signage. Applicant is A Shade Beyond and the associated item: **HP13-008**, 154 S Montezuma St. Historic Preservation District #1, Courthouse Plaza. APN: 109-02-017. Request approval for reconstruction of historic neon sign. Applicant is Morgan Sign. Historic Preservation Specialist, Cat Moody.

Mr. Todd requested discussing both items simultaneously. Ms. Moody stated that was acceptable, however, the items would need to be voted on separately.

Ms. Moody reviewed the staff report and indicated that the correct addresses were 152 and 154 S Montezuma St. Ms. Moody displayed photos on the overhead projector of the proposed awnings as well as the old awnings. Ms. Moody continued by discussing the placement of the awnings.

Wolfgang Dieterich, A Shade Beyond, discussed the slight differences of how the awnings would be built compared to the rendering. He continued by discussing specifics related to the awnings in terms of design and placement and noted that the existing awning would be installed "as is" with the existing frame and then add on the arch. He indicated that it would be one awning because it would not be possible to join a 45 degree awning; it would be one continuous awning.

Various discussions continued regarding the design and construction of the awnings.

Ms. Moody discussed the proposed signage and stated that they were planning on reconstructing the original sign as well as replacing the neon lighting.

Stephen Markov discussed the placement of the sign on the front of the building.

Mr. Vega discussed mounting of the signage.

Mr. Todd stated that he liked the old historic neon sign but was not in favor of its proposed location; Mr. Buttke concurred with Mr. Todd's comments.

Mr. Markov discussed the projections of the awning and signage.

Nancy Hinson, 813 Black Drive, discussed the placement of the sign noting that the proposed placement was decided so that the light from the sign would not shine into any of the rooms.

Other discussions included comments regarding the commissioner's opinions regarding the two proposals.

Mr. Todd called for a motion.

Mr. Vega, MOTION to approve HP13-007, request for approval of one fixed frame awning with business signage as presented. Ms. Hastings, 2<sup>nd</sup>. VOTE 7-0; passed.

Mr. Vega, MOTION to approve HP13-008, request for approval of reconstruction of historic neon sign and location as presented. Mr. Burford, 2<sup>nd</sup>. VOTE 7-0; passed.

#### **IV. APPROVAL OF THE PRESERVATION & STEWARDSHIP AWARD NOMINEES**

Ms. Moody discussed the Restoration and Stewardship Awards and displayed photos on the overhead projector.

Mr. Buttke requested to add an additional nominee to the list as he felt that the Otis Building turned out to be a very nice project; Ms. Moody added the item to the list.

Ms. Moody stated that the nominees would be decided on by general consensus of the commission. The members of the commission appeared to agree with the proposed nominees.

#### **V. UPDATE OF CURRENT EVENTS OR OTHER ITEMS OF NOTE**

Ms. Moody discussed historic properties and tax credits to encourage those who were eligible to apply for the credits.

Ms. Moody discussed the mandatory training for open meeting laws.

#### **VI. ADJOURNMENT**

Mr. Todd adjourned the meeting at 9:31 a.m.

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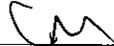
Michael Todd, Chairman

  
Suzanne Derryberry, Administrative Specialist  
Community Development Department

**PRESCOTT PRESERVATION COMMISSION  
COMMUNITY DEVELOPMENT DEPARTMENT  
Staff Report  
May 10, 2013**

**AGENDA ITEM: HP13-009, Courtesy review for interior remodel, window replacements, skylight additions, and landscape improvements.**

**Planning Manager:** George Worley   
**Director:** Tom Guice

**Historic Preservation Specialist:** Cat Moody 

**Report Date:** May 2, 2013

**Historic Preservation District:** NA

**APN:** 113-16-057

**Zoning:** DTB

**Location:** 126 N Marina St

**Agent/Applicant:** Bill Otwell, Architect 121 E Goodwin St, Prescott AZ 86303

**Owner:** Ty Fitzmorris

**Existing Conditions**

This property is within the boundaries of the North Prescott National Register Historic District. It is listed in the National Register of Historic Places. This building was previously the Mormon Church, then the Assembly of God Church, before being used as professional office suites. The building is in escrow and the new owner is bringing proposed changes before the commission for a courtesy review.

**Request**

Applicants propose to remodel the existing building to convert the space into an art education center. The improvements include:

- Removing interior partition walls that had been added in the early 1980's.
- Adding skylights, and solar skylights to increase light to the space
- Replace non-original glue chip glass windows with regular glass windows.
- Adding a solar array to the south roof.
- Landscaping improvements to feature the building more prominently.

See plan set for more details on features of the proposed remodel- changes are highlighted in yellow on the plan.

**Site Visit: Recommended**

**MOVE TO SUPPORT - HP13-009, Courtesy review for interior remodel, window replacements, skylight additions, and landscape improvements.**

**PRESCOTT PRESERVATION COMMISSION  
COMMUNITY DEVELOPMENT DEPARTMENT  
Staff Report  
May 10, 2013**

**AGENDA ITEM: HP13-010, Request approval for detached garage.**

**Planning Manager:** George Worley   
**Director:** Tom Guice

**Historic Preservation Specialist:** Cat Moody 

**Report Date:** May 2, 2013

**Historic Preservation District:** # 10, Pine Crest

**APN:** 108-01-076

**Zoning:** MF-M

**Location:** 323 Cochise St

**Agent/Applicant:** Todd Marolf, Headwaters Architecture, 1951 Commerce Center Cir, Suite A, Prescott 86305

**Owner:** Brent and Beckie Kellogg, 323 Cochise St, Prescott 86303

**Existing Conditions**

This property is within the boundaries of the Pine Crest National Register Historic District and the Pine Crest HPD # 10. It is not listed in the National Register of Historic Places due to major alterations to the building between 1982 and 1992.

The commission recently reviewed and approved an addition to the house, and supported the applicant's request for a variance, which went to the Board of Adjustment on April 18, 2013. The request was approved with the condition that the garage be constructed under the same permit as the addition since it was the hardship that triggered approval of the encroachment of the addition within the front setback.

**Request**

The applicants propose to construct a new two car detached garage behind the main house and offset to the south side of the property. The siding will be 6" Hardi Board horizontal lap siding and the roof will be a 4/12 pitch and be sheathed with asphalt shingles to match the main house. Windows will be aluminum clad wood windows. A shingle pattern in the gable end above the garage doors will match the shingle pattern in the west gable of the main house. The garage is approximately 835 square feet.

See submitted site plan, floor plan and elevations for details on appearance of the proposed work.

**Analysis**

**Conformance with the Prescott Historic Preservation Master Plan (HPMP):** In part, the HPMP chapter for the Pine Crest Historic District states:

- Attempt to locate garages and carports in rear of property
- Encourage scale consistent with existing structures

**Agenda Item: HP13-010 323 Cochise St**

- Use gables and hip roofs consistent with historic pattern
- Encourage "architectural style" asphalt roofing material
- Emphasize vertical orientation of windows, use several vertical windows for a larger opening versus a large horizontal window
- Use doors and windows constructed of wood
- Use wide trim material around fenestrations
- Encourage wood horizontal and shingle siding

The proposed garage will be clearly of modern construction, but does match the treatment of the main house, and is compatible with the architectural styles of the district.

**Site Visit: Recommended**

MOVE TO APPROVE - HP13-010 Request approval for detached garage.