



# PRESCOTT PRESERVATION COMMISSION A G E N D A

**PRESCOTT PRESERVATION COMMISSION  
REGULAR MEETING/PUBLIC HEARING  
FRIDAY, December 14, 2012  
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, December 14, 2012** 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  
Elisabeth Ruffner

Christy Hastings  
DJ Buttke  
Robert Burford

**III. REGULAR AGENDA**

- 1. Defer approval of the minutes** of the November 9, 2012 meeting to January meeting.
- 2. HP12-026**, 145 S Mount Vernon Ave. Historic Preservation District #13, Southeast Prescott. APN: 110-01-060. Request for approval for 4 ft high wrought iron fence in front and part of south side yard. Applicant and owner is Russel Kincaid. Historic Preservation Specialist, Cat Moody.
- 3. HP12-027**, 114 S Pleasant St. Historic Preservation District #13, Southeast Prescott. APN: 109-01-058. Request to replace a failing retaining wall on north side of property with a Keystone Units wall. Applicant is William Whittington. Historic Preservation Specialist, Cat Moody.
- 4. HP12-028**, 212 W Gurley St. Historic Preservation District #1, Courthouse Plaza. APN: 113-15-093. Request for approval of window infill within historic arched window openings. Applicant is Marc VanWormer. Historic Preservation Specialist, Cat Moody.

5. **HP12-029**, 117 E Gurley St. Historic Preservation District #2, Elks Building and Theatre. APN: 109-01-011C. Request for approval to restore the front façade of the Elks Building. Applicant is Frank DeGrazia. Historic Preservation Specialist, Cat Moody.

**IV. PRESENTATION ON HISTORIC FIRE TRUCK RESTORATION  
Bob Hinshaw & Pat Mackin**

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

**VI. 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 December 7, 2012 at 3:00 PM in accordance with the statement filed with the City Clerk's Office.

  
Suzanne Derryberry, Administrative Assistant  
Community Development Department

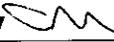
*The City of Prescott endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 928-777-1100 (voice) or (TDD) to request an accommodation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

**PRESCOTT PRESERVATION COMMISSION  
COMMUNITY DEVELOPMENT DEPARTMENT**

Staff Report  
December 14, 2012

**AGENDA ITEM: HP12-026, Request for approval for 4 ft high wrought iron fence in front and part of north side yard.**

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

**Historic Preservation Specialist:** Cat Moody 

**Report Date:** December 5, 2012

**Historic Preservation District:** # 13, Southeast Prescott

**APN:** 110-01-060

**Zoning:** SF-9

**Location:** 145 South Mount Vernon Avenue

**Agent/Applicant:** Russell Kincaid, 145 S Mount Vernon Ave, Prescott AZ 86303

**Owner:** same

**Request**

Applicants propose to install a 4' high wrought iron fence along the front and extending 36' back along the north side property boundary. The wrought iron will transition to a 6' high wood plank fence that will extend back to the rear property line - see plan for fence location, and image for wrought iron fence style.

**Existing Conditions**

This property is within the boundaries of the East Prescott National Register Historic District and the Southeast Prescott HPD # 13. It is listed in the National Register of Historic Places. There is not a fence currently where the applicant is proposing placement of a 4' high fence.

**Analysis**

The Historic Preservation Master Plan for this district specifically recommends for the use of wrought iron as a fencing material.

The proposed fence will be compatible with the existing historic home. This work will not adversely impact the historic integrity of this property.

**Site Visit: Recommended**

**MOVE TO APPROVE - HP12-026 Request for approval for 4 ft high wrought iron fence in front and part of north side yard.**

STATE OF ARIZONA

HISTORIC PROPERTY INVENTORY FORM

Please type or print clearly. Fill out each applicable space accurately and with as much information as is known about the property. Continuation sheets may be attached if necessary. Send completed form to: State Historic Preservation Office, 1300 W. Washington, Phoenix, Arizona 85007.

PROPERTY IDENTIFICATION

For Properties identified through survey: Site No. 244/YHF 184 Survey Area East Prescott Historic District

Historic Name(s) (Enter the name(s), if any, that best reflect the property's historic importance.)

Address 145 S. Mt. Vernon, Prescott, AZ 86301

City or Town Prescott vicinity County Yavapai Tax Parcel No. 110 - 01 - 060

Township T13N Range R02W Section Quarters Acreage <1

Block 7 Lot(s) 24 Plat (Addition) East Prescott Addition Year of Plat (Addition) 1872

UTM Reference: Zone 12 Easting E365700 Northing N3823200

USGS 7.5' Quadrangle Map: Prescott Quadrangle (USGS)

ARCHITECT not determined known Source

BUILDER not determined known Source

CONSTRUCTION DATE Between 1898 & 1901 known estimated Source 1989 Inventory; 1901 Sanborn

STRUCTURAL CONDITION

- Good (well maintained; no serious problems apparent)
Fair (some problems apparent) Describe:
Poor (major problems; imminent threat) Describe:
Ruin/Uninhabitable

USES/FUNCTIONS

Describe how the property has been used over time, beginning with the original use.

Single-family residence

Sources 1989 Historic Property Inventory

PHOTO INFORMATION

Date of Photo September 2001

View of Direction (looking towards) East



**SIGNIFICANCE**

To be eligible for the National Register, a property must represent an important part of the history or architecture of an area. The significance of a property is evaluated within its historic context, which are those patterns, themes, or trends in history by which a property occurred or gained importance. Describe the historic and architectural contexts of the property that may make it worthy of preservation. Additional sheets should be attached where necessary.

A. HISTORIC EVENTS/TRENDS Describe any historic events/trends associated with the property East Prescott constitutes one of the oldest and best preserved collections of American architectural styles built in Arizona in the late 19<sup>th</sup> and early 20<sup>th</sup> centuries.

B. PERSONS List and describe persons with an important association with the building \_\_\_\_\_

C. ARCHITECTURE Style Victorian  No Style  
Stories 1 1/2  Basement Roof Form Hip and Gable

Describe other character-defining features of its massing, size, and scale One and one-half story frame structure with symmetrical massing and an irregular plan. The main roof is a steep hip with gable extensions and dormers. This includes a skirted and shingled gable extension to the front that also incorporates a second level deck. A lower hip covers the front porch, which is supported by turned posts and jigsawed work.

**INTEGRITY**

To be eligible for the National Register, a property must have integrity, i.e., it must be able to visually convey its importance. The outline below lists some important aspects of integrity. Fill in the blanks with as detailed a description of the property as possible.

LOCATION  Original Site  Moved: Date \_\_\_\_\_ Original Site \_\_\_\_\_

DESIGN Describe alterations from the original design, including dates A compatible two-story addition has recently been added to the rear of the house.

MATERIALS Describe the materials used in the following elements of the property

Walls (Structure) Wood frame Walls (Sheathing) Shiplap

Windows Wood Describe Window Structure 1/1, double hung

Roof Wood shingles Foundation Stone

SETTING Describe the natural and/or built environment around the property The yard is mostly grass and shrubs near the house and is in good condition. The parkway is also grass with trees.

How has the environment changed since the property was constructed? \_\_\_\_\_

WORKMANSHIP Describe the distinctive elements, if any, of craftsmanship or method of construction \_\_\_\_\_

**NATIONAL REGISTER STATUS (If Listed, Check the Appropriate Box)**

Individually Listed  Contributor  Noncontributor to East Prescott Historic District  
Date Listed October 1989  Determined Eligible by Keeper of National Register (Date \_\_\_\_\_)

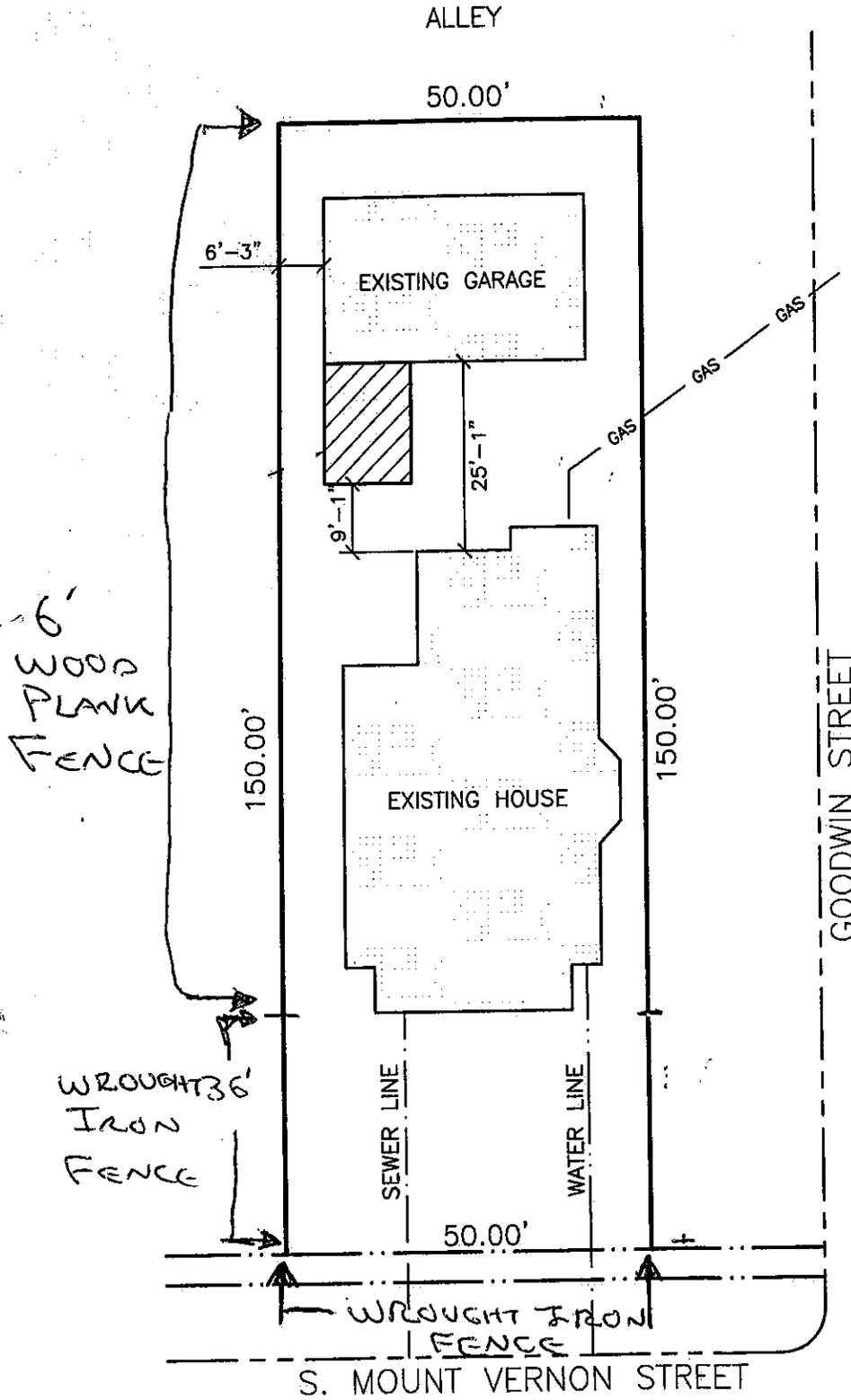
**RECOMMENDATIONS ON NATIONAL REGISTER ELIGIBILITY (option of SHPO Staff or Survey Consultant)**

Property  is  is not eligible individually  
Property  is  is not eligible as a contributor to a listed or potential historic district  
 More information needed to evaluate  
If not considered eligible, state reason \_\_\_\_\_

**FORM COMPLETED BY**

Name and Affiliation Steven C. Adams/Adams Architecture & Planning, Inc.  
Address 1214 McDonald Drive Prescott, AZ 86303

Date 01 September 2001  
Phone (928) 778-5118



SITE PLAN

Lot 24 Block 1  
Parcel # 100-01-60

Russell Kincaid  
145 S. Mount Vernon Street,  
Prescott, AZ 86303

SHEET:

1



**CITY OF PRESCOTT  
COMMUNITY DEVELOPMENT DEPARTMENT  
BUILDING SAFETY DIVISION  
PLOT PLAN SKETCH**

Building Permit #: S1211-004

Job Address: 145 S. MT VERNON

Scale: 1 inch = \_\_\_\_\_ ft.

Assessor's Parcel Number (s): 110-01-060

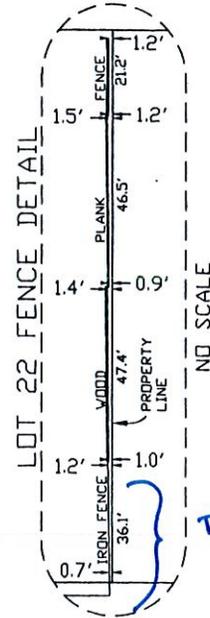
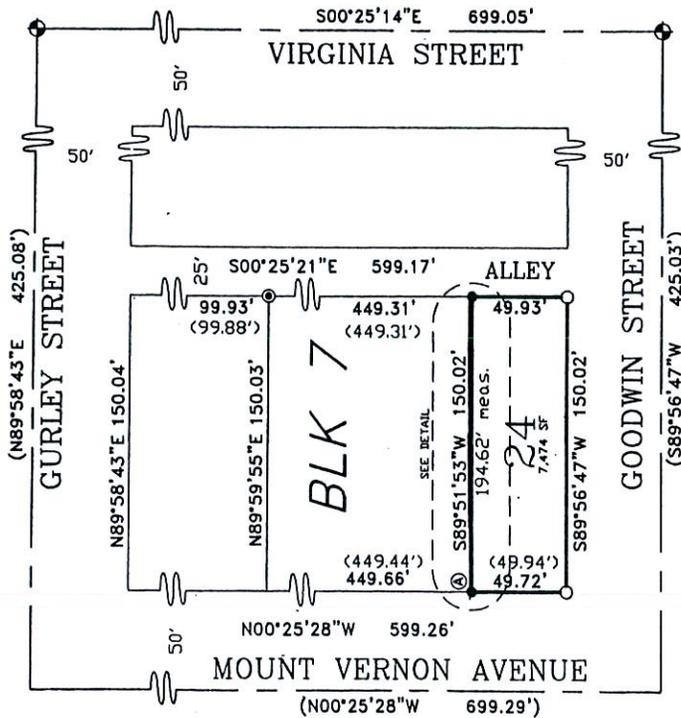
City of Prescott Building Division  
**APPROVED**

City of Prescott Planning & Zoning  
**APPROVED**

City of Prescott Engineering  
**APPROVED**

City of Prescott Fire Department  
**APPROVED**

1. It is the responsibility of the owner or contractor to field verify ALL UTILITY MAINS prior to construction.
2. Any improvement in City right-of-way requires permit issued by City Engineering Department per Ordinance #1333.
3. No structure shall encroach onto any easement or right-of-way. Driveway entrance may require dip section or minimum 12" corrugated metal pipe.
4. DO NOT ALTER SIDEWALK. SIDEWALK MUST MEET AMERICANS WITH DISABILITIES ACT (ADA) STANDARDS.
5. All mailbox installations must be to City of Prescott standard detail 1-08. Any deviation must be specially permitted by the Engineering Department.
6. Approval of the Planning & Zoning Department is subject to all other easements, encumbrances, etc. or restriction which may apply to said property by virtue of any City Ordinances and/or state law and deed restrictions. The City takes no responsibility for said restrictions or requirements and the burden to comply with such restrictions lies solely with the property owner and/or applicant.



*THIS PORTION ONLY*

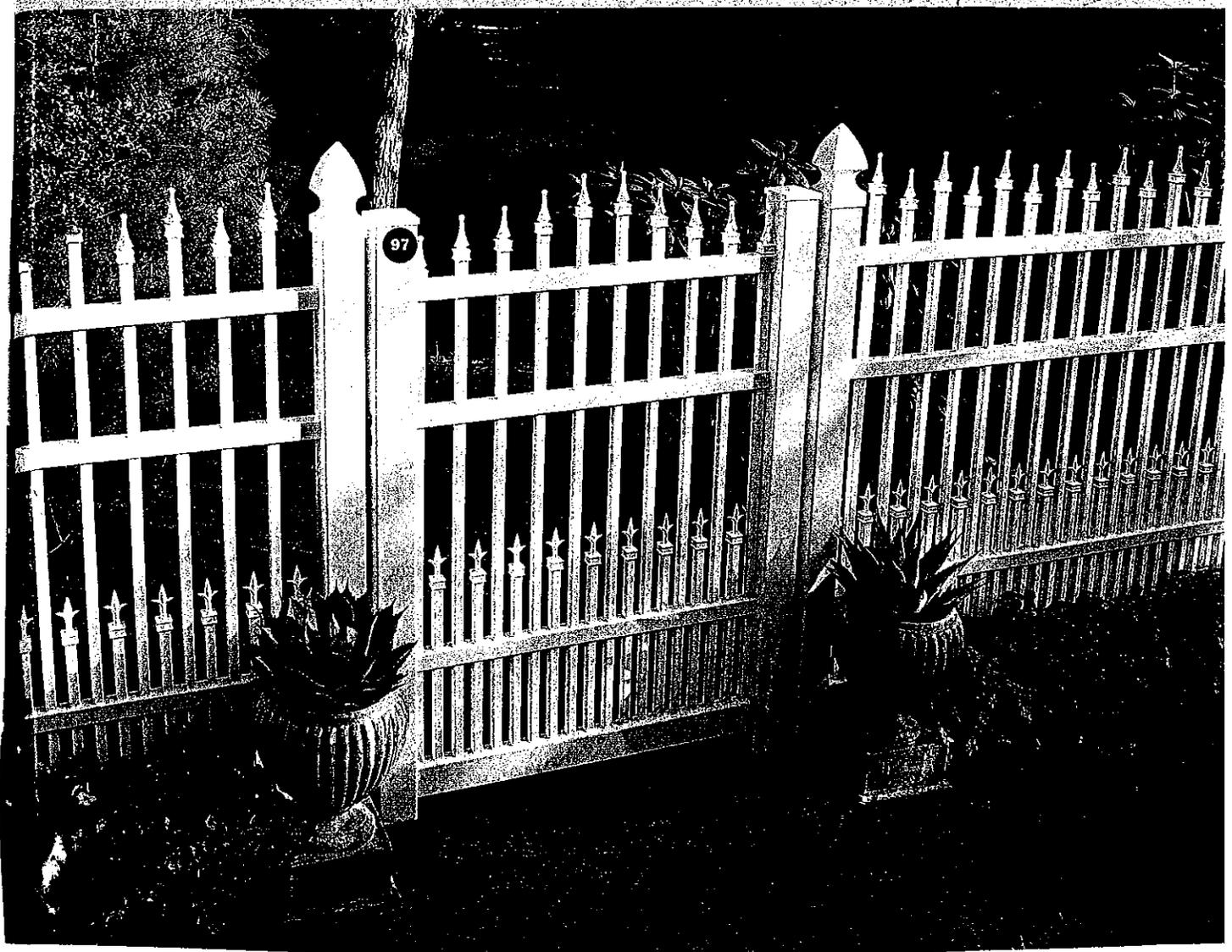
I, Russell H Kincaid, the owner's agent or the owner of record, for the structure to be located at:

145 S. MT. VERNON, parcel number 110-01-060, do certify that the structure will meet all required setbacks, the property corner pins are correct and the footings are excavated upon the property as shown on the City approved site plan. If for any reason any deviation from the approved site plan becomes necessary, a revised site plan will be submitted for approval before any additional construction takes place.

Owner/Contractor Signature Russell H Kincaid

Date 11/15/12

EXAMPLE ✓



**PRESCOTT PRESERVATION COMMISSION  
COMMUNITY DEVELOPMENT DEPARTMENT  
Staff Report  
December 14, 2012**

**AGENDA ITEM: HP12-027, Request to replace a failing retaining wall on north side of property with a Keystone Units wall.**

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

**Historic Preservation Specialist:** Cat Moody *CM*

**Report Date:** December 4, 2012

**Historic Preservation District:** # 13, Southeast Prescott

**APN:** 109-01-058

**Zoning:** BG

**Location:** 114 S Pleasant St

**Agent/Applicant:** William Whittington, 114 S Pleasant St, Prescott AZ 86304

**Owner:** Pleasant Street Properties LLC, 114 S Pleasant St, Prescott AZ 86303

**Request**

Applicants propose to remove the existing failing cement wall that defines the north side of this property, and construct a new wall using Keystone Units stackable blocks. This wall would be slightly sloped back towards the south (battered), as is standard for stackable unit walls.

**Existing Conditions**

This property is within the boundaries of the East Prescott National Register Historic District and the Southeast Prescott HPD # 13. The home is listed in the National Register of Historic Places. The north edge of this property is above the grade of the property to the north, and relies on a retaining wall that varies in height up to about 4ft high. This wall is leaning strongly to the north and is undermined at the foundation level in certain sections.

**Analysis**

The retaining wall on the north side of the property is essential for the preservation of the buildings at 112 and 114 S Pleasant St. The wall is not highly visible from the street due to the close proximity of the home to the north. The construction of a keystone unit wall will not adversely impact the historic integrity of this property.

**Site Visit: Recommended**

**MOVE TO APPROVE, APPROVE WITH MODIFCATIONS - HP12-027, Request to replace a failing retaining wall on north side of property with a Keystone Units wall.**



Google earth

Eye alt 5705 ft

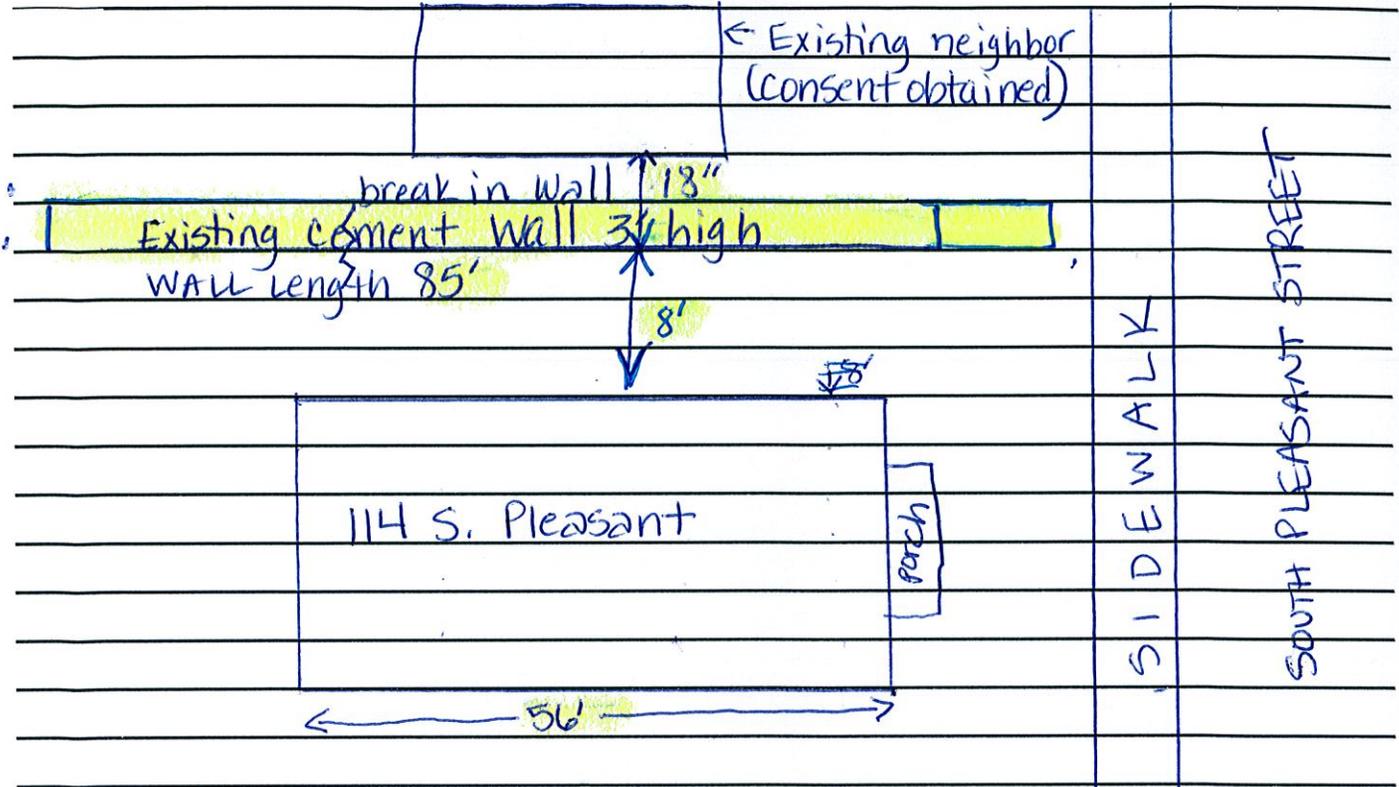
retainer wall location: 8" thick

see strips for wall locations

64 ft

34°32'28.97" N 112°27'53.93" W elev 5416 ft

PLEASE PROVIDE AS MUCH INFORMATION AS POSSIBLE IN A WRITTEN NARRATIVE DESCRIBING THE PROJECT:



Failed concrete retainer wall to be replaced from location failure toward street with compac triplane block. 3' - 4' high.

See enclosed for product description and installation description.

Figure 1.07 for slope installation example.

See aerial photo of site

Will remove backfill between wall and subject office building, cut/remove failing wall and replace with new wall, per specifications provided.

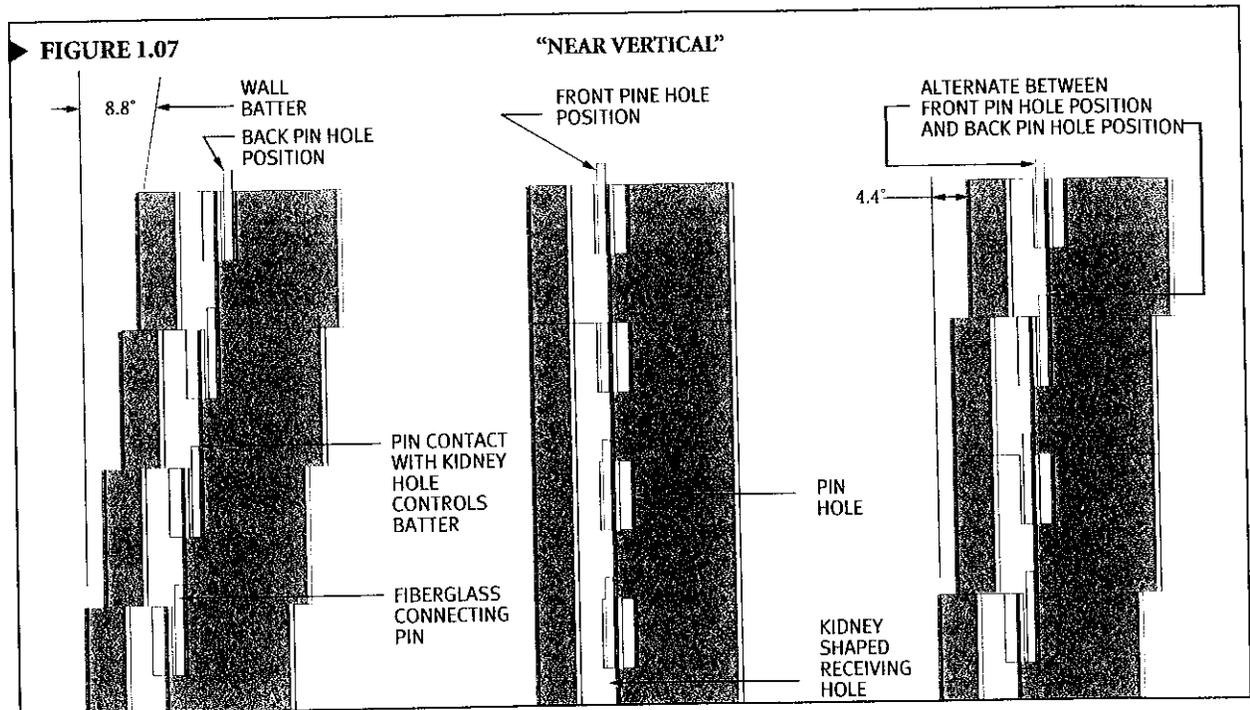
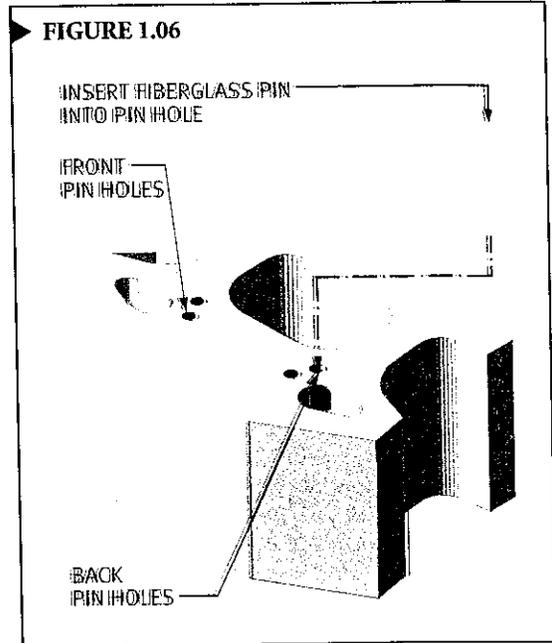
I N S T A L L A T I O N

► INSTALLATION - STEP BY STEP

► STEP 5: INSERT FIBERGLASS CONNECTING PINS

Before installing the pins, select a batter option. "Batter" is the slope of the face of a wall upward and backward so that the wall leans into the embankment being retained. With Keystone®, batter is mechanically controlled by the pin position. Units with four pin holes appearing in the top of the Keystone® unit have three batter options; 8.8° (1-1/4" [30mm]), 4.4° (5/8" [15mm]) or near vertical. Units with only two pin holes appearing in the top of the Keystone® unit result in a 4.4° batter (1.07).

Place two Keystone® pins into two of the preformed holes in the top of each Keystone® unit (Figure 1.06 and IMAGE 04). In some cases a light slag film may cover part or all of the hole. In these conditions, use a hammer to tap the pin through the concrete slag and into the opening. Once in position, a minimum 1-1/4" (30mm) segment of the pin should protrude out of the opening above the top surface of the unit.





**PRESCOTT PRESERVATION COMMISSION  
COMMUNITY DEVELOPMENT DEPARTMENT  
Staff Report  
December 14, 2012**

**AGENDA ITEM: HP12-028 Request for approval of window infill within historic arched window openings.**

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

**Historic Preservation Specialist: Cat Moody** 

**Report Date: December 5, 2012**

**Historic Preservation District: #1 Courthouse Plaza  
APN: 113-15-093 Zoning: DTB  
Location: 212 W Gurley St  
Agent/Applicant: Marc VanWormer, PO Box 12050, Prescott AZ 86304  
Building Owner: Judy York, 1310 Terrace View Dr, Prescott AZ 86303**

**Request**

The applicant is requesting approval for the infill of old historic arched window openings with modern storefront glass panel systems.

**Existing Conditions**

National Register Status: This Building is listed in the National Register of Historic Places and is also within the Courthouse Plaza Historic District.

The applicant has already removed the stucco wall infill and has installed the window units within the historic arched window openings (without obtaining a permit).

**Analysis**

A full Historic Structure Report was completed in 1991 for this building by Otwell Associates Architects. The recommendation in that report for the then covered arched window openings was to restore the windows in the four openings with historically appropriate windows. Most of the windows on the building in historic photographs are a one over one configuration, however some windows appear to be wood frame fixed style within the brick arched openings.

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

“The use of wood for doors, windows and storefronts is strongly encouraged. Vinyl-clad wood is acceptable if the material gives the appearance of wood. Aluminum or bare metal is not acceptable for any application. Steel may be used on doors and windows if painted a compatible color with the rest of the building.”

**Agenda Item:** HP12-028, 212 W Gurley St

The windows that are currently installed are not consistent with the historic windows on the building and within the district. Fixed windows constructed in a wood frame, full fixed glass or one over one design would be appropriate for this location.

**Site Visit:** Recommended

**Recommended Action:** Approve with modifications HP12-028, Request for approval of window infill within historic arched window openings, with the stipulation that the currently installed aluminum storefront system be removed and wood frame windows be placed within the arched openings.







**Agenda Item: HP12-029, 117 E Gurley St**

The front (north) elevation of the building is set on a blue granite base that is still visible in most locations. This granite is also used as accents at the heads and sills of the front windows. The original brick masonry which constitutes most of the rest of the structure is still visible on all sides except the east side of the south wing (the theater). The brick has been covered with a colored gunit-type material which cannot be removed without damaging the brick.

Recommendations include:

- Restore exterior balconies to their original look and use; restore original handrail and remove vertical wood siding at third floor
- Promote continued use of the Elks Building and Theater Historic District as a quality professional and entertainment complex in the heart of Prescott
- Encourage compatible commercial and business office uses in and adjacent to the building
- When the current windows need to be replaced, use "one-over-one" double hung design

The proposed work will rejuvenate the exterior of the Elks Theatre building. It will return the front façade to a more historic configuration through the restoration of the two balconies, and the reconstruction of the series of storefront windows in a style similar to what was originally in place on the north façade at street level.

**Site Visit: Recommended**

**Recommended Action:** Approve HP12-029, Request for approval to restore the front façade of the Elks Building.

## PROJECT OVERVIEW

Over the 107 year history of the Elks' Building the exterior and interior have gone through both major and minor changes. These changes occurred either from the natural elements (rain, snow, wind) or manmade causes (soft brick and added or removed building features).

Preliminary studies, surveys and research of the building show that improvements and alterations should be dedicated toward three main goals: 1) restoration, 2) aesthetics [functional, historical, updating of mechanical, plumbing and electrical system and utilization of floor space to satisfy program requirements of the Performing Arts Center ] and 3) incorporating current codes as related to the International Code Council [ICC], City of Prescott, Life Safety and Americans with Disability Act [ADA] where feasible.

To accomplish these goals the Work will occur over three (3) phases. The following drawings and presentation at the preservation meeting deal specifically with Phase I.

### Phase I – Exterior components of building.

- A. **Walls:** Remove and replace where required deteriorated brickwork along with the addition of new mortar in the brick joints where water has been able to seep in and further break apart the soft and porous brick through freeze/thaw cycles. The occurrence of this is prevalent over the entire building. Along with this it is our intent to replace the details of the brickwork that have been lost. This occurs mostly in the corbeling near the top of the building. Prior to rebuilding the high parapet a structural analysis will take place to determine its feasibility. The existing coating on the building will remain with patching and repair as required to insure a continuous surface. The building will then be painted.
- B. **Fenestration:** The original operable double hung windows have been removed and replaced with a combination of fixed wood and aluminum windows. A number of these have shown signs of leakage. All openings will be filled with an aluminum/wood clad double hung window with energy efficient Low E insulated glazing. Finished appearance will be similar to original design.
- C. **ADA accessibility:** Currently there is limited access to the main theatre portion of the building and the existing ramp on Gurley St. to the upper portion of the building will need to be brought into compliance with today's standards. Current ADA codes as adopted by the City of Prescott take Historical buildings into account as to the feasibility of adaptation and look at the practicality of an ADA solution and what effect it has on the historical significance of the elements and what effect if any on the structural integrity of the affected portion being altered. In this phase we will be rebuilding the ramp along the north facade to meet current standards and lengthening the stairway for increased circulation. Handrails will be added to each side of these new stairs.
- D. **Balconies:** The second and third floors originally had small balconies on the north façade that have been filled in over time. During the last round of renovations by the City one of these exterior balconies was partially reinstated. Once additional examination of existing structural components can take place it is our intent to reinstate these elements back to their original look and function.

Phase I is an important first step in helping to stabilize the facade and structure of the Elks Building and will also serve to protect the contents (interior) of the building. The stabilization work helps to continue the useful life of the building and add another example to our historic profile and add to the character of the City of Prescott.

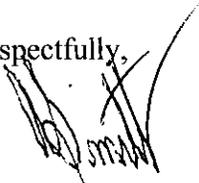
10.22.12

City of Prescott  
201 South Cortez St.  
Prescott, Az. 86301

To Whom It May Concern,

Please accept this letter as notice of our authorization to have Mr. Frank DeGrazia act as our agent in representing the Elks' Theatre and Performing Arts Center. Mr. DeGrazia shall be responsible for presenting to the various commissions and governing bodies all presentations, submittals and required documents to the City of Prescott as it relates to the Elks' Building located at 117 E. Gurley St. in Prescott, Arizona.

Respectfully,

A handwritten signature in black ink, appearing to read 'Andrea Smith', with a long, sweeping flourish extending upwards and to the right.

Andrea Smith - President

Elks Theatre and Performing Arts Center  
318 Rim Rock Circle  
Prescott, Az. 86303  
928.460.3510