



**PRESCOTT PRESERVATION  
COMMISSION MINUTES**

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**PRESCOTT PRESERVATION COMMISSION  
REGULAR MEETING/PUBLIC HEARING  
FRIDAY, APRIL 8<sup>th</sup>, 2022  
8:00 AM**

**Virtual Zoom Meeting + Council Chambers  
201 S. CORTEZ ST.  
PRESCOTT, AZ 86303  
928-777-1207**

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Minutes of the Prescott Preservation Commission on April 8<sup>th</sup>, 2022 on a Virtual Zoom Meeting and Council Chambers at 201 S. Cortez St. Prescott, Arizona.

**1. CALL TO ORDER**

Chairman Burford called the meeting to order at 8:00 A.M.

**2. ROLL CALL**

**Members:**

Robert Burford, Chairman  
Michael Mirco, Vice-Chairman  
Mike King  
James McCarver  
Rob Johnson  
Richard Sprain, Absent  
Mary Ann Suttles

**Staff:**

Cat Moody, Historic Preservation Specialist  
Bryn Stotler, Community Development Director  
George Worley, Planning Manager  
Tammy Dewitt, Community Planner  
Kaylee Nunez, Recording Secretary  
Chris Resare, Assistant City Attorney

**City Leadership:**

Phil Goode, Mayor  
Councilman Eric Moore, Liaison

**3. REGULAR AGENDA**

A. Approval of the minutes from the March 11<sup>th</sup>, 2022 meeting.

**Commissioner King moved to approve the minutes of the March 11<sup>th</sup>, 2022 Preservation Commission meeting, seconded by Commissioner Suttles: Passed (6-0).**

- B. **HP22-002** 109 S Pleasant St. APN: 110-01-006. Historic Preservation District #13, Southeast Prescott. Request approval for removal of rear shed structure and construction of garage/shop accessed from alley.

Historic Preservation Specialist Cat Moody presented aerial and perspective photos of the subject property, explaining that it is in the National (Historic) Register. The style is Victorian mélange and was constructed in 1901 as the Burmister/Storey residence. The rear shed and portable carport structure will be removed and a new, 34' x 24' garage shop will be built in the rear and will match finish elements found on the main house.

Chairman Burford commented that there are several utilities near the proposed garage site and, as such, it will be important to adhere to setbacks and possibly adjust location if utility lines are found.

Commissioner Suttles asked whether the new garage would have electricity, owner and applicant Joe Smith answered that it would.

Commissioner McCarver asked what the setbacks for the garage would be. Cat Moody answered that it would be 5' in the rear and 7' on the side. Mr. McCarver asked whether there are any additional requirements for demolishing a Historic structure, Ms. Moody answered that there aren't for residential structures.

**Commissioner Suttles moved to approve HP22-002 seconded by Commissioner Mirco: Passed (6-0).**

- C. **HP22-004** 309 E Gurley St. APN: 109-01-054. Historic Preservation District #13, Southeast Prescott. Request approval for remodel of main house and new carriage house in rear

Mrs. Moody presented aerial and perspective photos of the subject property, she also presented Architectural plans of the proposed project. Interior scope of work includes: removal of some walls, new mechanical and plumbing systems, reconfiguring the staircase and full bathroom and kitchen remodels. Exterior scope of work includes: replacing front stair and second floor porch railing with (Victorian) period appropriate railings, a two story (428 sq ft) addition on rear of building, new windows, and doors to match existing style and reinforcing/reconstructing native stone foundations walls where needed. Applicants are also proposing construction of a new, 14' x 22' carriage house in rear of property to match the main house.

Applicant and owner, Robert Seals, answered that this will be him and his wife's home. He acquired a strip of land on the east side recently to mitigate sharing the driveway with that adjacent business owner. He commented that this project has been a good challenge, which Mrs. Moody thanked him for taking on.

Chairman Robert Burford clarified whether the residence would have access from Gurley Street and the (south) alley, Mr. Seals answered that it would.

Commissioner Suttles asked whether they were the only residential use in that area, Mr. Seals answered that it is zoned commercial, but they intend to use it as a residence. Ms. Moody confirmed that it is in Business General (BG) zoning, which allows both residential and commercial uses. Commissioner Suttles also asked whether the Commission was approving

exterior changes only; Ms. Moody confirmed that is correct, they are only concerned with items that can impact the exterior appearance.

**Commissioner King moved to approve HP22-004 seconded by Commissioner Suttles: Passed (6-0).**

D. **HP22-006** 119 W Goodwin St. APN: 109-02-072. Historic Preservation District #1, Courthouse Plaza. Request approval for temporary decorative fencing, wall, and signage.

Mrs. Moody presented aerial and perspective photos of the subject property, she also presented a site plan and pictures of a diorama of the proposed project. The project scope includes: perimeter barrel and wood fencing, entry signage, rustic wood fence walls and shade structures along the east and south sides, a 10 ft high rustic wood backdrop in the southeast corner, a 10' x 10' stage in front of the backdrop and overhead string lighting. The use would only be permitted for one year. Ms. Moody commented that if it were a permanent installation, it would not be appropriate for the Courthouse Plaza district.

Commissioner Suttles asked for clarification on the one-year status, Mrs. Moody answered that the one-year period was her recommendation so that the applicant would need to come back to the Preservation Commission to renew/extend the period.

Applicant Doug Reed with Tour Prescott answered that the east and south side fencing and lights are for security as well as paying homage to the historic Ruffner plaza stables.

Chairman Burford asked whether the applicant was the owner of the property, he answered that he is not, that Ponderosa Hotel Group owns it.

Commissioner Mirco mentioned that the site was deemed 'contaminated'; Mrs. Moody clarified that it used to be a gas station and has been monitored for several years as a result. Commissioner King also commented that the underground tanks have been removed from the site.

Chairman Burford asked for further clarification on the 'temporary' status. Mr. Reed answered that the temporary use permit (TUP) was recommended to him as it is a seasonal use. Planning Manager George Worley explained that TUPs are generally for uses that don't require a permanent building and are good for 6 months but can be renewed. Mr. Worley cited other examples of TUPs including Christmas tree sales and farmers markets.

Commissioner Mirco commented that he is not 'crazy' about the barrel fencing. Mr. Reed answered that the drums are meant to represent old, blacksmith barrels. He also explained that the barrels are a mix of steel and plastic barrels. Commissioner Mirco expressed concern about the lack of consistency among the materials.

Commissioner Johnson asked whether the barrels would all be painted to look alike. Mr. Reed answered that they would.

Commissioner McCarver asked about the site surface. Mr. Reed answered that it is decomposed granite. Mr. McCarver asked whether there would be food trucks, Mr. Reed answered that they are trying to move away from the food truck concept and would mostly rent out for private events. If a food truck(s) is used it will be parked on the street.

Chairman Burford asked whether there was any oversight on the signage. Mrs. Moody answered that the applicant would have to adhere to the sign code (per the Land Development Code)

**Commissioner Suttles moved to approve HP22-006 with stipulation that the temporary decorative fencing, wall, and signage only remain for a one-year period, with review by Preservation Commission if the structures are to remain, the motion was seconded by Commissioner King : Passed (6-0).**

E. **HP22-007** 1099 Old Hassayampa Ln. APN: 108-07-166. Historic Preservation District #15, Historic Homes at Hassayampa. Request approval for garden shed in rear of property.

Mrs. Moody presented aerial and perspective photos of the subject property as well as a site plan. The building is on the National Register, is a hybrid vernacular cottage/bungalow and was built between 1940-1941. The applicant proposes to erect a 10' x 12' shed in the back yard which features a 4' wide door, horizontal siding as well as a vent and sliding window. The shed will be painted to match the main house. It will be visible from the side yard but not from the front (Old Hassayampa Ln.).

Chairman Burford asked whether the shed would be site built. Mrs. Moody answered that it would not, owner and applicant Larry Greenhill clarified that it would be brought in (in pieces) and assembled on site by Tuff Shed. Mr. Burford asked what the city would require in terms of permits. Planning Manager George Worley answered that it would require a Site Plan permit, where staff will verify that it meets required setbacks.

Commissioner Mirco asked if there was a reason they were putting it in the far corner. Mr. Greenhill answered that it is so it will be closer to the garden.

Commissioner Johnson asked for clarification on the notes in the staff report about the maximum of three accessory structures, Mrs. Moody clarified that this would be their third accessory structure and, as such, no more will be allowed.

Commissioner McCarver asked whether there were any limits on the square footage of the accessory structures. Mrs. Moody answered that the Land Development Code only allows the combined square footage of all accessory structures to be 50% of that of the main home.

**Commissioner King moved to approve HP22-007 seconded by Commissioner Mirco : Passed (6-0).**

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

Chairman Burford asked for an update on the Food Truck Park at the corner of Willis St. and S. Montezuma. Mrs. Moody answered that the building permit has been issued and that the project is meant to be permanent.

Commissioner Johnson asked whether Mrs. Moody has heard back from the applicant for the hotel on Whiskey Row. Mrs. Moody commented that she has not and advised all parties interested that they should watch Agenda postings on the website closely to see when it is reapplied for.

Mrs. Moody shared that she applied for Heritage Fund Grants, which we did not receive. The State Historic office recommended that we apply for a CLG (Certified Local Government Grant), which will enable us to put together a Historic Preservation Master Plan.

**5. ADJOURNMENT**

There being no further business to discuss Chairman Burford adjourned the meeting at 9:15 A.M.



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Kaylee Nunez, Recording Secretary

ATTEST:



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Robert Burford, Chairman