

City of Prescott

Prescott Preservation Commission



February 9, 2024 | 9:00 AM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Prescott Preservation Commission** at their meeting to be held **February 9, 2024**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION & ACTION ITEMS

- A. Approval of the January 12, 2024 Prescott Preservation Commission Meeting Minutes.

Recommended Action: MOVE to approve minutes as presented

- B. **HP24-001:** Request for New 254" W x 15" H Wall Mounted Sign for Arts Prescott Gallery. Zoning: DTB (Downtown Business). Property Owner: Field Investments Inc. Applicant: A & B Sign Co. Location: APN 109-02-081E, 134 S. Montezuma St.

Recommended Action: MOVE to approve HP24-001

4. STAFF UPDATES

5. ADJOURNMENT

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated

representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));

(7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 2/1/24 at 4:00 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.



Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: February 9 Prescott Preservation Commission
DATE: February 9, 2024
DEPT: Community Development
ITEM #: 3.A
SUBJECT: Approval of the January 12, 2024 Prescott Preservation Commission Meeting Minutes.

ITEM SUMMARY

This item is for the approval of the January 12, 2024 Prescott Preservation Commission meeting. Staff recommends approval of the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact at this time.

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. January 12, 2024 PPC Minutes

City of Prescott
Prescott Preservation Commission



January 12, 2024 | 9:00 AM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chair Mirco called the meeting to order at 9:06 A.M.

2. ROLL CALL

Members:

Michael Mirco - Chair
Mike King - Vice Chair
Diane Travis – Member, absent
James McCarver - Member
Rob Johnson - Member
Richard Sprain – Member, absent
Mary Ann Suttles – Member

3. DISCUSSION & ACTION ITEMS

- A. Approval of the November 3, 2023 Prescott Preservation Commission Meeting Minutes.

MOTION BY COMMISSIONER SUTTLES TO APPROVE NOVEMBER 3, 2023 MINUTES; SECONDED BY COMMISSIONER KING: PASSED (5 - 0)

- B. **HP23-016** – A Request for Approval for 77 Lineal Feet of 4' High Decorative, Black Steel Fencing in Front Side Yards of Property to Tie in with Existing Ornamental Iron Fencing in Front. Location: Southeast Prescott Local Historic Register District & Joslin Whipple National Historic Register District. APN: 110-03-004, 306 S Mount Vernon Ave. Zoning: SF-9. Owner: Cottage Trust - Arlene Gibbs.

Kaylee Nunez, City of Prescott Preservation Specialist, presented photos of the subject property. She stated that the home is in two historic districts; Southeast Prescott local district and the Joslin Whipple national district.

Ms. Nunez stated that the home is listed on the National Register and is a bungalow style. The home was constructed in approximately 1914 or 1915.

The proposal is:

- To remove deteriorated wooden fencing in front, side yards.

- To install 77 lineal feet (lf) of four-foot high decorative, black steel fencing along the front, side property lines (60 lf on north side, 17 lf on south side).

Ms. Nunez presented a diagram and stated that the fence will be 60 lf on the north side and 17 lf on the south side.

Analysis:

Ms. Nunez stated that she used East Prescott guidelines to analyze the project as there is not a chapter for the Southeast District yet but the two are very comparable districts. Chapter 10 (E. Prescott) within the Historic Preservation Master Plan, in part, states:

- There is an assortment of fencing material within the District (wood picket, cast iron, stone, concrete, and chain link)
- Wrought iron is a common fencing material....it contributes to the stateliness of the neighborhood.

The proposed fencing is steel with decorative elements and coated with matte black paint, which is compatible with the existing front yard fencing as well as other fences within the district.

Ms. Nunez presented a landscape plan and renderings of the fence which show a spear detail at the top which is in line with a lot of fences in the area. She stated that it is compatible with existing front yard fencing as well as other fences within the district.

Commissioner Jim McCarver asked if the new wrought iron fence would tie into the white fence at the rear.

Ms. Nunez stated yes it would.

MOTION BY COMMISSIONER KING TO APPROVE HP23-016; SECONDED BY COMMISSIONER SUTTLES: PASSED (5 - 0)

- C. **HP23-017** - A Request for Approval for New 55" x 40" Freestanding Sign for Salud Spa. Location: Southeast Prescott Local Historic District Register District & East Prescott National Historic Register District. APN: 109-01-125, 309 E Gurley Street. Zoning: Business General (BG). Owner: Salud! For Women PLLC.

Ms. Nunez presented photos of the property as well as a site plan. She stated that the property is located in two districts; the East Prescott national historic district and Southeast Prescott local district.

Ms. Nunez presented a rendering of the proposed sign. The proposal is:

- Install 55 inch by 40 inch acrylic panel on aluminum frame with two, 60 inch tall four inch by four inch aluminum posts.
- Aluminum framing and posts painted matte white
- Sign background matte blue with mirror gold, one inch wide PVC lettering.

Ms. Nunez presented a site plan of the property showing where the sign will be located, which is in the front yard on the north side facing Gurley Street.

Analysis:

Chapter 10 (E. Prescott) within the Historic Preservation Master Plan, in part, states:

- New construction should seek to use materials of a type and manner consistent with neighboring buildings.

This applies to signage as well. Though not mandatory, consider using wooden frame and posts and/or matte finishes for signage.

Ms. Nunez stated that the property was owned by AJ Head. He was the owner of the AJ Head hotel as well as a lumber mill near town. The property was built around 1890 and is unique as it has gambrel shaped roof and some fish scale detailing.

Commissioner Rob Johnson asked what the zoning is for the property.

Ms. Nunez stated that it is Business General zoning which is a flexible zoning, allowing both commercial and residential uses.

Commissioner McCarver asked what color the sign is.

Ms. Nunez stated that it is dark green.

Stephan Markov from Morgan Sign Company stated that the background of the sign is dark green so that it will complement the green on the building. He also stated that they may change the color of the posts to something more neutral. Mr. Markov stated that the sign will look like wood but will be made out of aluminum.

Chair Mirco asked if the size of the sign meets code requirements.

Mr. Markov stated that the sign is less than 24 square feet. He stated that it meets code requirements for footings and overall dimensions.

Commissioner Mike King asked if the property has had renovations done recently.

Ms. Nunez stated that they have been doing renovations including excavating the front of the property and reinforcing the retaining walls. She stated that she recommended that the owner replace some of the foliage in the front. She stated that they will be pulling permits for an internal remodel soon.

Commissioner King stated that the materials they are proposing for the sign fits the motif for a commercial building in the area.

**MOTION BY COMMISSIONER SUTTLES TO APPROVE HP23-017;
SECONDED BY COMMISSIONER JOHNSON: PASSED (5 - 0)**

4. STAFF UPDATES

1. Ms. Nunez stated that she has not heard from the applicant with the Goodwin Street property from the last meeting. She stated that she has reached out to the applicant two times in the last month and has not heard back. She stated that they will create a deadline for the applicant.

Commissioner King asked what is happening with the building permit and the items in violation of building code.

Ms. Nunez stated that City staff decided that the applicant should go through Preservation Commission before building permits as they cannot get permits without the Commission's approval. She is unsure where they are in the permit process.

Commissioner McCarver stated that in a previous meeting staff said if the applicant does not meet requirements, they would be prosecuted and could receive fines. He asked if the city is pursuing legal action at this time.

Ms. Nunez stated that she does not believe they are. She talked about the hearing officer that Community Development will be hiring to help with these issues.

2. Ms. Nunez stated that Jim Griset the applicant with the Plaza Hotel project reached out to get an extension for his appeal. The Council meeting will probably be at the end of March.

Chair Mirco asked if the applicant would be making more modifications to the design or he will be present it as the Commission saw it.

Ms. Nunez stated that the applicant needs to present it as it was presented to the Commission. If they make changes, they will have to bring it back to Preservation Commission.

Commissioner Johnson asked what the applicant's options would be if Council denies the appeal.

Ms. Nunez stated that she believes the applicant would have the option to appeal to Superior court.

3. Ms. Nunez stated that the State Historic Preservation Conference will be in Prescott in late June. She stated that she has been doing bi-weekly meetings with the state office and other key people. She stated that she had members from the state office as well as the event planner in town earlier in the week and they toured downtown. They also spoke with Sharlot Hall Museum and The Western Heritage Center and how they want to partner with them. She stated that she got the Yavapai Tribe on board. Two of their Archaeologists are working with staff for a potential site tour.

The dates for the conference are June 25th-27th.

Commissioner Mary Ann Suttles asked how the Commission would be used for the conference.

Ms. Nunez stated that she is not sure about how yet, but the Commission members will be involved.

Commissioner King offered his services as a tour guide.

Ms. Nunez stated that there will be representatives from the National Preservation Network present at the conference.

5. ADJOURNMENT

There being no further business to discuss, Chair Mirco adjourned the meeting at 9:31 A.M.

ATTEST:

MICHAEL MIRCO, Chair

SARAH HILTON, Recording Secretary



TO: MAYOR AND CITY COUNCIL
AGENDA: February 9 Prescott Preservation Commission
DATE: February 9, 2024
DEPT: Community Development
ITEM #: 3.B
SUBJECT: **HP24-001:** Request for New 254" W x 15" H Wall Mounted Sign for Arts Prescott Gallery. Zoning: DTB (Downtown Business). Property Owner: Field Investments Inc. Applicant: A & B Sign Co. Location: APN 109-02-081E, 134 S. Montezuma St.

ITEM SUMMARY

Applicant proposes to install a new, 254" W x 15" H wall mounted sign for the business within an existing frame on the front façade. The building's face is approximately 26' wide. The sign will have a black background, with gold lettering and will be constructed of Dibond (aluminum composite) material. It will be mounted with studs.

The staff analysis and recommendation are based on a review of the request's consistency with Chapter 8 of Prescott's Historic Preservation Master Plan (Courthouse Plaza District).

BACKGROUND

The building itself was built circa 1901, it is not a National Register contributor due to multiple, major alterations to the façade over time. However, sensitivity must be given to preserving its current character due to its location on Whiskey Row, which is arguably the most iconic Historic area in Prescott.

The proposed style is in conformance with [Historic] district standards as well as being compatible with signage of surrounding business. In part, the HPMP chapter for the Courthouse Plaza Historic District states:

- Use only integral and natural colors of a neutral tone, compatible with the building and the district.
- Promote continued use of the Courthouse Plaza Historic District as a cornerstone commercial and business area with historically consistent and compatible development district.

The proposed signage accommodates both of these statements.

FINANCIAL IMPACT

There is no fiscal impact at this time.

RECOMMENDED ACTION

MOVE to approve HP24-001

ATTACHMENTS

1. 1 HP24-001 Aerial Map
2. 2 HP24-001 Current Street View

3. 3 HP24-001 Rendering







15.31 " ^{254.25 "} **ARTS PRESCOTT GALLERY** 13.34 "

Manufacture and install 3mm Dibond flat cut lettering with pad/stud mounting. Lettering painted to match Matthews 27C-4D Calliope.



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691 North 6th street
Prescott, AZ 86301

COMPANY: Arts Prescott Cooperative Gallery

CLIENT: Shelley Fletcher

PHONE:

CELL: 602 679-9700

APPROVAL:

EMAIL: laveenfletcher@gmail.com

FILE: Arts Prescott Cooperative Gallery

Origin
DATE: 12-19-22

Revise 6-20-23
DATE: 1-29-24 X9

DATE:

Design by SP

This artwork has been created by A&B Sign Company to assist you in visualizing our proposal. Designs are exclusive property of A&B Sign Company and are not to be reproduced, copied, emailed or used in any manner without the written permission of A&B Sign Company. Once approved, you are responsible for the remake cost should any errors be found after production begins. There is no charge for the first 2 revisions, any customer changes after that are subject to a min.\$27.50 art charge. Colors portrayed on proof may not match final product due to differences between digital and pigmented colors. This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign. The location of the disconnect switch after installation shall comply with Article 600.6(A)(1) of the National Electrical Code.