

City of Prescott
Prescott Preservation Commission



June 13, 2025 | 9:00 AM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Prescott Preservation Commission** at their meeting to be held **June 13, 2025**. 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 March 14, 2025 Prescott Preservation Commission Meeting Minutes.
Recommended Action: MOVE to approve the minutes as presented
 - B. **HP24-012:** A Request for Approval for After-the-Fact Stucco & Metal Perimeter Fencing with Proposed Modifications and Two (2) After-the-Fact 9' D x 10' W x 10' H Ramadas. Zoning: MF-M (Multifamily Medium). Historic Districts: Southeast Prescott Local & East Prescott National. Property Owner: Kenterew Family Rev. Trust. Applicant: Chris Todd. Location: APN 110-01-021A, 402 & 410 E Goodwin St.
Recommended Action: MOVE to approve with stipulations or deny HP24-012
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 6/5/25 at 12:00 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: June 13 Prescott Preservation Commission Meeting
DATE: June 13, 2025
DEPT: Community Development
ITEM #: 3.A
SUBJECT: Approval of March 14, 2025 Prescott Preservation Commission Meeting Minutes.

ITEM SUMMARY

This item is for the approval of the March 14, 2025 Prescott Preservation Commission meeting minutes. Staff recommends approval of the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

None.

RECOMMENDED ACTION

MOVE to approve the minutes as presented

ATTACHMENTS

1. March 14, 2025 Prescott Preservation Commission Minutes



City of Prescott

Prescott Preservation Commission

March 14, 2025 | 9:00 AM
201 N Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chairman Mirco called the meeting to order at 9:00 a.m.

2. ROLL CALL

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

3. DISCUSSION & ACTION ITEMS

A. Approval of November 8, 2024, Prescott Preservation Commission Meeting Minutes.

MOTION BY COMMISSIONER SUTTLES TO APPROVE THE NOVEMBER 8, 2024 MINUTES AS PRESENTED; SECONDED BY COMMISSIONER TRAVIS: PASSED (7-0)

B. **HP25-002:** A Request for Approval of a New Canvas Fabric with Lettering on an Existing Awning Frame for "Prescott Sweet Treats." Zoning: DTB (Downtown Business); Historic Districts: Courthouse Plaza Local & National; Property Owner: Prescott Historic Properties; Applicant: Kevin J & Cynthia L; Location: APN 109-02-018; 156 S. Montezuma St. Unit A.

Kaylee Nunez Community Planner gave a presentation and provided aerial maps and photos of the proposal. She said this was reviewed against Chapter 8 (Courthouse Plaza District) historic preservation guidelines and the awning will not negatively impact the historic status of the building. Staff recommendation is to approve HP25-002.

Commissioner McCarver asked if the colors fall under the neutral color recommendations.

Ms. Nunez stated that it does and that it is not a bright red color.

Commissioner McCarver asked if there are suggestions on the size of the lettering allowed on the awning.

Ms. Nunez explained that per the current sign code they are at the maximum allowance and the new lettering will not be larger than the existing lettering.

Commissioner McCarver asked if there were any restrictions to having lettering on the awning and front of the building.

Ms. Nunez said there are restrictions related to square footage allowances.

Applicants presented a color sample of the proposed awning to the Commissioners.

MOTION BY COMMISSIONER TRAVIS TO APPROVE HP25-002; SECONDED BY COMMISSIONER SUTTLES: PASSED (7-0).

Prescott Sweet Treats owner Caleb Chunglo introduced himself to the commission and stated that he wants to work closely with the Preservation Commission.

- C. Presentation & Discussion Regarding Evaluation of Preservation Projects Using Core Principles and National & Local Guidelines with Arianna Urban M.S. HP-AZ State Historic Preservation Office Certified Local (CLG) Coordinator.

Ms. Nunez Introduced Arianna Urban Certified Local Government Coordinator (CLG) from State Preservation Office.

Ms. Urban gave a presentation and training on historic preservation design review. She stated that historic design is meant to protect the integrity of historic resources. She referred to the duties of the Preservation Commission and design criteria from the Land Development Code (LDC).

- D. Presentation, Discussion & Update Regarding the 2025 Historic Preservation Master Plan.

Ms. Nunez gave a presentation on the Historic Preservation Master Plan provided a timeline for implementation. She stated that staff will take sections of the Master Plan to review to the Preservation Commission and the overall completion date goal is the Spring of 2026.

4. STAFF UPDATES

Ms. Nunez thanked Mike King and Mary Ann Suttles for their contributions to the Preservation Commission and informed the Commissioners that this would be Mr. King and Ms. Suttles' last meeting.

Commissioner Suttles gave her appreciation to the Commissioners and thanked them for her time served on the commission.

Commissioner King stated he is honored and privileged to have been able to serve on the Preservation Commission.

Commissioner Johnson stated that both Mr. King and Ms. Suttles will be greatly missed.

Commissioner McCarver provided an update that the 2025 Prescott General Plan will be going to council for a voting session soon.

Chelsea Walton Community Development Director stated that the General Plan will go to Council on March 25th with the hope of approval by City Council. If approved, it will be placed on the ballot in August or November.

5. ADJOURNMENT

There being no further business to discuss, Chairman Mirco adjourned the meeting at 10:24 a.m.

MICHAEL MIRCO, Chairman

ATTEST:

Recording Secretary

Date



TO: MAYOR AND CITY COUNCIL
AGENDA: June 13 Prescott Preservation Commission Meeting
DATE: June 13, 2025
DEPT: Community Development
ITEM #: 3.B
SUBJECT: **HP24-012:** A Request for Approval for After-the-Fact Stucco & Metal Perimeter Fencing with Proposed Modifications and Two (2) After-the-Fact 9' D x 10' W x 10' H Ramadas. Zoning: MF-M (Multifamily Medium). Historic Districts: Southeast Prescott Local & East Prescott National. Property Owner: Kenterew Family Rev. Trust. Applicant: Chris Todd. Location: APN 110-01-021A, 402 & 410 E Goodwin St.

ITEM SUMMARY

This item is for the approval of HP24-012, a request for approval for after-the fact stucco and metal perimeter fencing and two after-the-fact ramadas.

Request

To approve both after-the-fact ramadas and after-the-fact fencing along with proposal to apply white, horizontal wooden planks on top of metal railings to make more compatible with Historic District.

Please see the attached staff report for the site plan, photos of the ramadas and fencing, and a sketch of the proposed modification to the fencing.

Analysis

The Chapter for East Prescott National Register District (encompassing the Southeast Local District as well) in Prescott's Historic Preservation Master Plan, in part, states:

- Encourage wrought iron or open wood fencing at front of property.
- Other walls are constructed of concrete and either left as-is or covered with stucco...corner pillars and caps are also common and should be encouraged on new designs.
- As a rule of thumb, the siting of any new construction, additions or alterations should be compatible with neighboring structures, including those not immediately adjacent to the lot. Compatibility with both the streetscape and the historic siting should be followed at all times.
- Additions to existing buildings should be to the rear of the property to maintain the front façade

-Stucco walls are compatible as the home itself is mid-century and there are several other stucco

walls within both districts. The CMU caps and square metal railing are not compatible, however.

-Proposed modification for fencing an improvement as it emanates a cedar split rail fence, which is period & style appropriate for home.

-Style & materials of ramadas are appropriate for the District, however, siting is not.

Site Visit: Recommended

BACKGROUND

This property is within the boundaries of the East Prescott National [Historic] Register District and the Southeast Prescott Local [Historic] Register District. The home itself is not listed on the National Register of Historic Places. The applicant has already erected two, 10' wide x 9' deep x 10' high simple, wooden ramadas, which are largely in the City's right-of-way. The ramadas have gable ends with exposed trusses and grey architectural grade shingles. The wood members are painted white and have black fastening hardware.

The applicant has also erected 3-1/2' to 4' tall fencing around the western, southern and eastern front property lines, portions of the fence being located with areas of City right-of-way. The fence has a stucco base with stucco columns spaced every 10-15 feet. The columns have square, CMU caps and horizontal, black metal tube railing spanning between them. The property owner has finished the fencing on the western portion of the yard since last October's Preservation Commission meeting.

The issue of private property encroachment into city right-of-way is being discussed between the owner and Public Works Real Estate Administrator. It is likely that the encroachments can remain with certain requirements being met for Public Works. However, this will depend on the outcome of the Commission's vote from a Preservation perspective.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

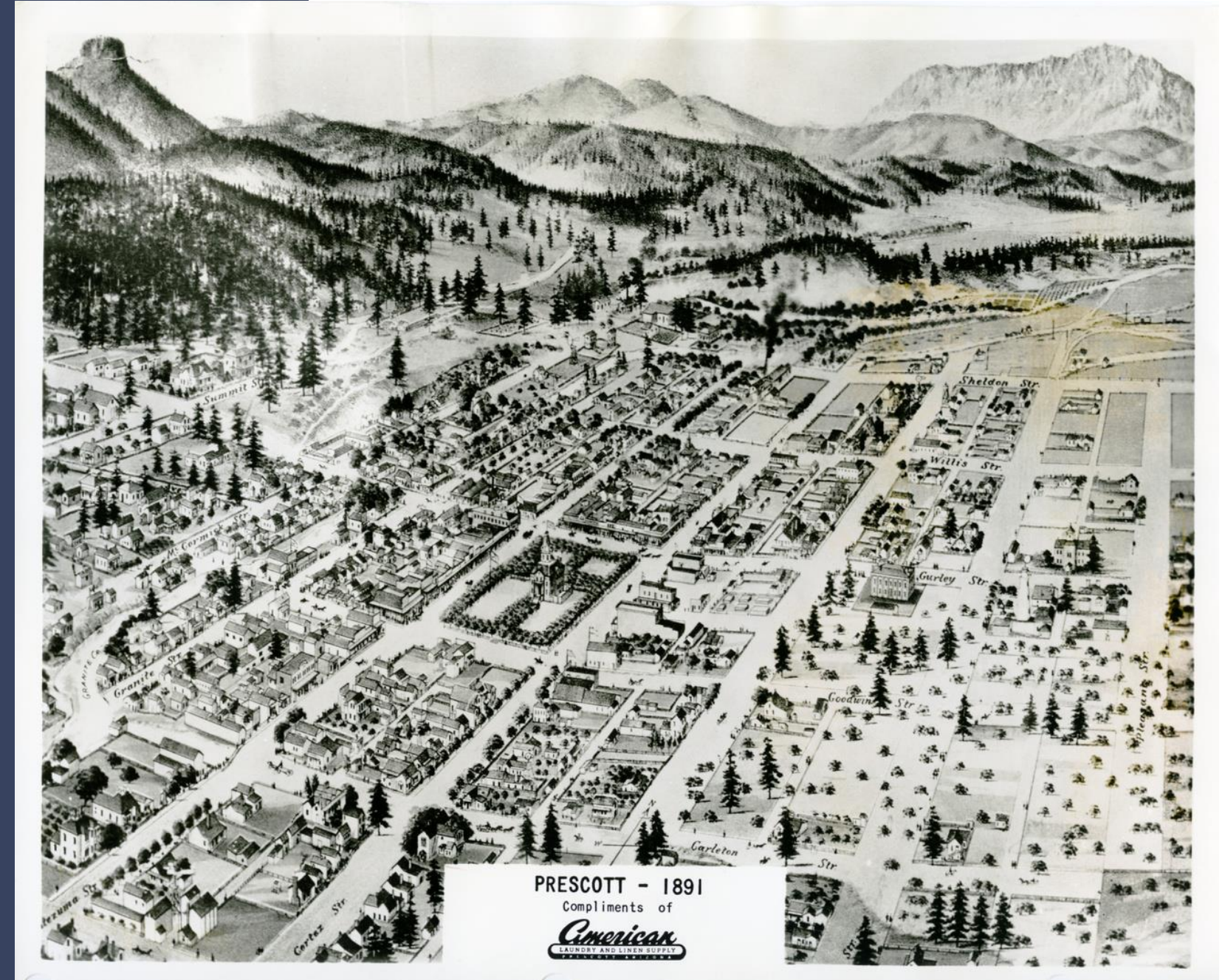
RECOMMENDED ACTION

MOVE to approve with stipulations or deny HP24-012

ATTACHMENTS

1. HP24-012 Presentation

June 13th, 2025 Prescott Preservation Commission Meeting



KAYLEE NUNEZ- CITY OF PRESCOTT HISTORIC
PRESERVATION SPECIALIST

After-the-Fact:
Ramadas & Fencing
402 & 410 E Goodwin St.
(HP24-012)





kaylee.russell, 2025-05-29 12:02:20

This document is a graphic representation only of best available sources.
The City of Prescott assumes no responsibility for any errors.

HP24-012

402 & 410 E Goodwin St.

Ramadas

- 10' wide x 10' high x 9' deep
- Wood construction, painted white, grey shingles, black hardware
- Fastened to pavers



Fencing

- 2-1/2' – 3' tall
- Stucco base with stucco columns w/ CMU caps
- Horizontal, black square tube railing spanning between columns



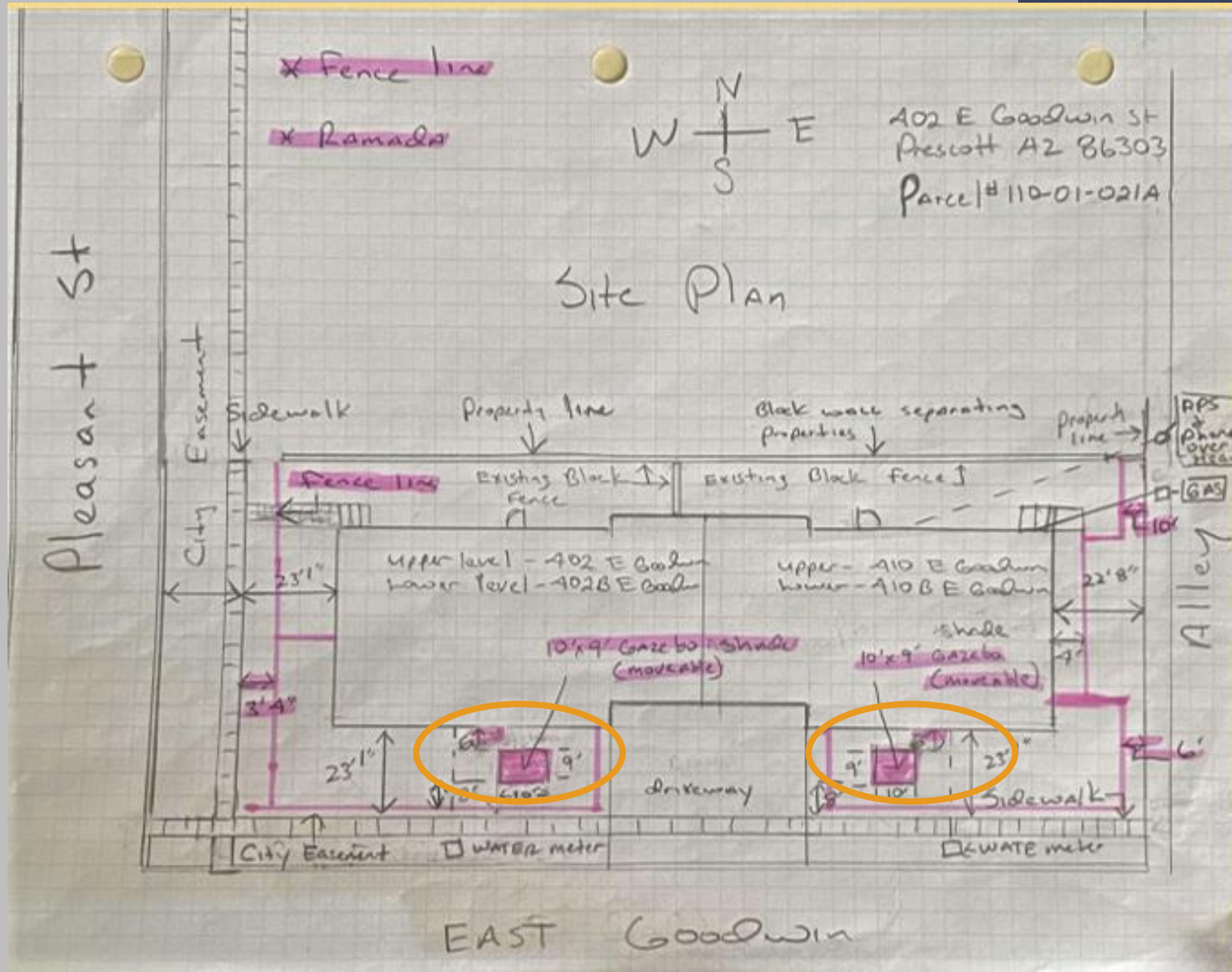
Additional Photos

HP24-012
402 & 410 E Goodwin St.



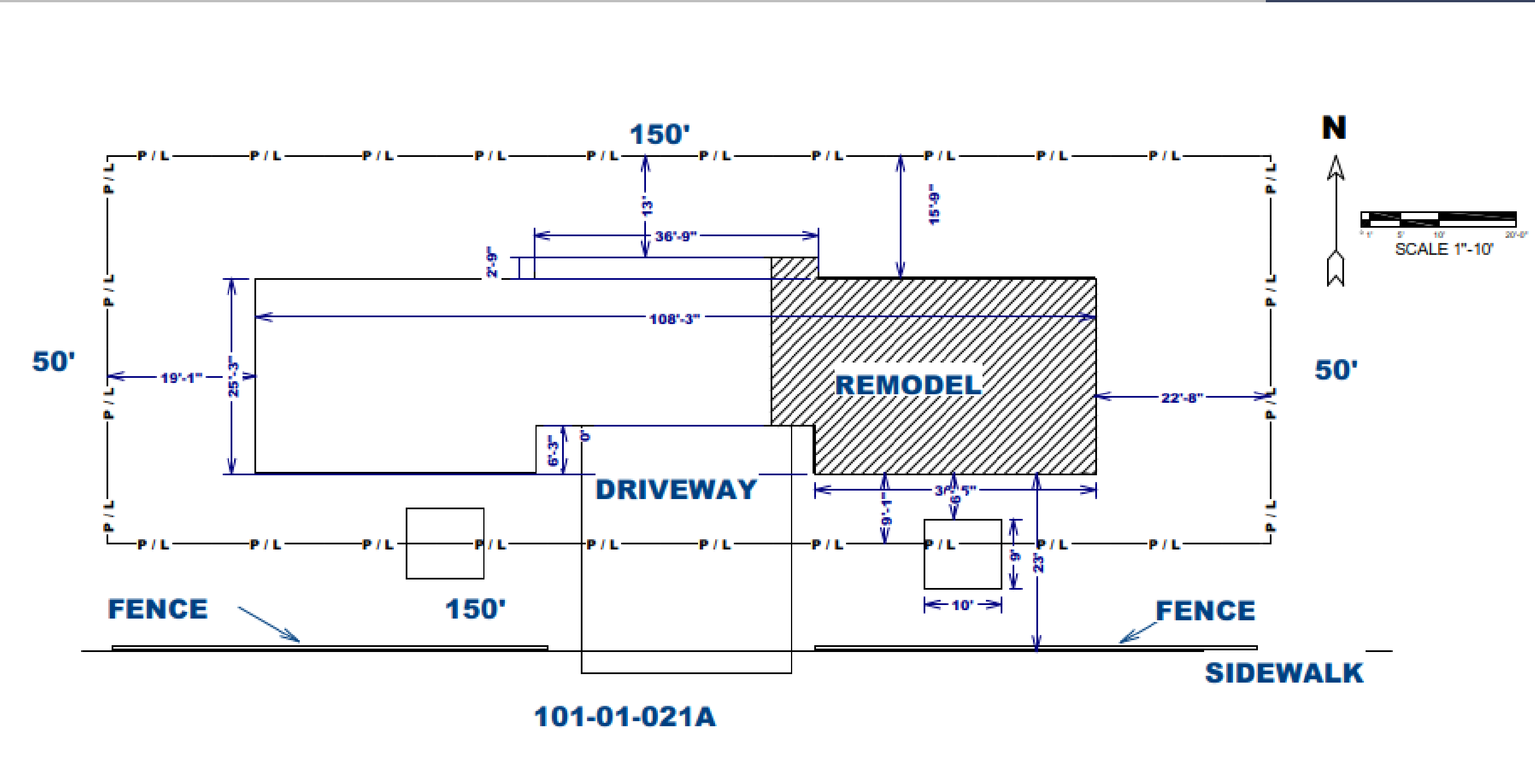
Site Plan #1:

HP24-012
402 & 410 E Goodwin St.



Site Plan #2 (provided under remodel permit B2502-047) :

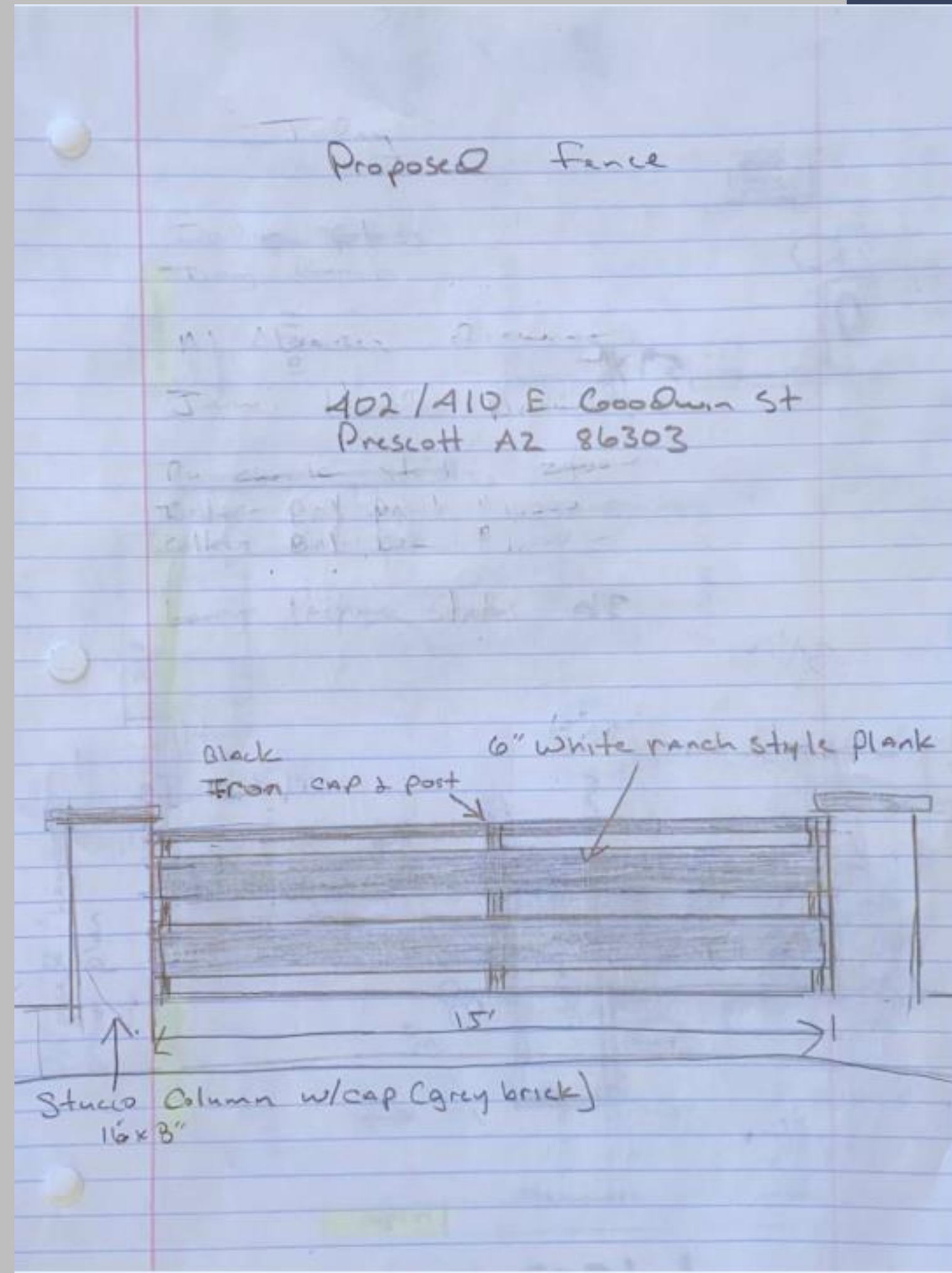
HP24-012
402 & 410 E Goodwin St.



Proposed Fencing Modification:

HP24-012

402 & 410 E Goodwin St.



Analysis

- Home within East Prescott National & Southeast Prescott Local Historic Districts. Home itself is not on National Register
- Reviewed against Ch. 10 (East Prescott) of Prescott's Historic Preservation Master Plan (HPMP)
- Stucco walls are compatible with the home itself as it is mid-century and there are several other stucco walls within both district. The CMU caps and modern metal railings are not compatible, however.
- Proposed modification for fencing an improvement; emanates cedar split rail fence which is period & style appropriate for home.
- Style & materials of ramadas appropriate for Districts, however, siting is not.

Recommended Action: Move to Approve with Stipulations or Deny HP23-011: After-the-fact stucco & metal perimeter fencing with proposed modifications and two, after-the-fact 10' W x 9' D x 10' H wooden ramadas.

Questions & comments?

