



City of Prescott

Prescott Preservation Commission

June 13, 2025 | 9:00 AM
201 N Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Vice Chair Sprain called the meeting to order at 9:00 a.m.

2. ROLL CALL

Michael Mirco, Chair
Richard Sprain, Vice Chair
Rob Johnson, Member (Excused)
James McCarver, Member
Rick Kimery, Member
Genelle Volhontseff, Member
Diane Travis, Member

3. DISCUSSION & ACTION ITEMS

A. Approval of March 14, 2025, Prescott Preservation Commission Meeting Minutes.

MOTION BY COMMISSIONER TRAVIS TO APPROVE THE MARCH 14, 2025 MINUTES AS PRESENTED; SECONDED BY COMMISSIONER MCCARVER: PASSED (5-0)

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.

Kaylee Nunez Community Planner gave a presentation regarding HP24-012 and provided history of the project located at 402 & 410 E. Goodwin Street. The property owner installed 2 ramadas and perimeter fencing in the spring of 2023 without permits and was determined to need the Preservation Commission approval prior to permitting. Project was originally denied by the Preservation Commission in November 2023 and the commission requested alternative fence designs. Staff analysis determined that the fence and ramadas are appropriate for the district, however the location of the structures is not. Staff recommends moving to approve with stipulations or deny HP24-012.

Commissioner Travis said it appears this is the exact same submittal as the previous submittal that was denied in November 2023 and asked if there were any changes.

Chris Todd Property Owner stated that prior to construction of the gazebos he met with previous Chief Building Official Ryan Greene and was told that he did not need permits for the gazebos but did put the fence in without a permit.

Commissioner McCarver asked if Mr. Greene he left any records indicating his site visit to inspect the gazebos.

Ms. Nunez said he did not.

Commissioner McCarver asked if there was an addition to the East side of the original structure.

Mr. Todd stated there was not and only enclosed the breezeway near the garage with a permit.

Commissioner McCarver asked if the original house was not as large as the structure they are seeing now.

Mr. Todd stated they did not add any exterior square footage to the home, but did add a shed to the west side of the property for a mechanical room.

Vice Chair Sprain stated at the previous commission meeting in November 2023 the fence was not completed yet on the 402 E. Goodwin property and asked if they had done anything to mitigate bringing the fence into compliance by using wood versus metal.

Ms. Nunez said that commission approval was needed for the fence modification.

Vice Chair Sprain stated the commission denied the modification.

Ms. Nunez said it was unclear, and the commission wanted an alternative brought forward.

Vice Chair Sprain stated the commission originally denied the ramadas and the fence in November 2023 and wanted the ramadas moved back to come into compliance. Additionally, he added that the fence was not on the original submittal.

Ms. Nunez clarified that the original submittal had expired, and this was a new proposal with new materials to be reviewed.

Mr. Todd stated there are similar fence styles in front of the library in proximity to this property.

Ms. Nunez explained that the library is not in this historic district.

Mr. Todd said they were using neighboring fence designs to come up with the idea of their fence.

Vice Chair Sprain stated that it does not mean it is in the specs of the historic preservation.

Mr. Todd said he is willing to do whatever it takes to bring the fence into compliance.

Commissioner Travis asked if the applicant would be okay with removing the CMU capping and adding wood planks to meet the ranch style fencing.

Mr. Todd said yes.

Commissioner Travis has concerns with changes made to the property that were not brought before the Preservation Commission.

Ms. Nunez asked if the windows that were replaced were roll-up windows.

Candy Todd Property Owner said all the windows have been replaced and were permitted.

Mr. Todd clarified that all the existing window sizes were not changed.

Commissioner Travis expressed that trust is being undermined by changes being made without the Preservation Commission's approval.

Mr. Todd disagreed and stated that all the changes were approved through the permitting process.

Ms. Nunez stated these changes does create another level of complication.

Commissioner Travis said that she would be okay with CMU caps being removed and wood planking added so the fence appears to be ranch style but has concerns about the ramada.

Vice Chair Sprain asked if the alternative for the ramadas is to move them back 2 feet closer to the house.

Ms. Nunez stated if the ramadas are setback an additional 2 feet, the desired separation for the fire department would not be met.

Vice Chair Sprain stated the ramadas look like a structure that should have been in the backyard.

Ms. Nunez said yes, the materials were appropriate, but the site location was not.

Commissioner McCarver asked if the original plating of the lot considered the location of the ramadas as the south side of the home.

Ms. Nunez said it would be considered the side and the front would be along South Pleasant Street.

MOTION BY COMMISSIONER TRAVIS TO APPROVE HP24-012 WITH AMENDMENTS TO THE FENCE (REMOVE CMU CAPS AND ADD WOOD PLANKS) AND APPROVED RAMADAS; SECONDED BY COMMISSIONER VOLHONTSEFF: (PASSED 4-1)

4. STAFF UPDATES

- 1) Ms. Nunez informed the Preservation Commission that Chair Michael Mirco has stepped down and the commission votes on the new chair and vice chair and this will be on the agenda for the next meeting.
- 2) The State and National preservation scape stated all funding is frozen at the federal level and the draft bill seeks to zero out the preservation fund starting next year and push preservation to a local level only. She advised the commission to write elected officials and contact the League of AZ Cities and Towns.
- 3) The Historic Preservation Master Plan is making progress.

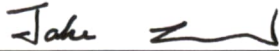
5. ADJOURNMENT

There being no further business to discuss, Vice Chair Sprain adjourned the meeting at 9:42 a.m.



RICHARD SPRAIN, Vice Chair

ATTEST:



Recording Secretary

7/11/2025

Date