

**Action Minutes
City of Sedona
Historic Preservation Commission Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, Arizona
Monday, November 13, 2023 – 4:00 p.m.**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL

Chair Unger called the meeting to order at 4:00 p.m., led the Pledge of Allegiance and requested roll call.

Roll Call:

Commission Members present: Chair Brynn Burkee Unger, Vice Chair Nate Meyers and Commissioners Jack Fiene and Bob Huggins. Commissioner Segner was excused.

Staff Members Present: Larry Farhat, Steve Mertes, Sandra Phillips and Donna Puckett

2. ANNOUNCEMENTS & SUMMARY OF CURRENT EVENTS BY COMMISSIONERS & STAFF

Chair Unger announced that the ladies with the Kiva House have sent everything in, so we are moving ahead. Steve Mertes added that Commissioner Fiene provided the updated survey for the house to include things that had changed since the last meeting with the homeowners. We will scan it and send it to Nancy Burgess to get it started. He also spoke with the owners, and we talked about the process. They were fine with the time it is taking because they want to repaint the house the same color. They repainted portions of it earlier, but it is not blending so they want to paint the whole house the same colors, and they are fine that it might take a little longer to get to the decision process.

Chair Unger announced that the Historic Preservation Conference is returning to their pre-COVID timing in June, so June 25-27 will be the dates for the conference. Look at your calendar to see if you will be able to attend. It will be held in Prescott, so the City will not be providing lodging since it is within a certain driving distance. Donna Puckett added that if they return to their total pre-COVID scheduling, they typically will start asking for registrations around February.

3. APPROVAL OF THE FOLLOWING MINUTES:

a. October 9, 2023

The Chair asked if there were any corrections to the minutes of October 9, 2023, and hearing no corrections, the minutes were approved.

4. PUBLIC FORUM: (This is the time for the public to comment on matters not listed on the agenda. The Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.)

Opened the public forum at 4:05 p.m. and having no requests to speak, closed the public forum at 4:06 p.m.

5. REGULAR BUSINESS

a. Update presentation regarding the Ranger Station Park project. (Sandy Phillips to present.)

Introduction by Steve Mertes

Presentation by Assistant Director of Public Works Sandra Phillips and Facilities Maintenance Supervisor Larry Farhat

Commission's questions of staff and comments

No action was taken.

- b. Discussion regarding whether the Commission has an allowance and mechanism to issue Historic Resource Recognition and associated plaque. (Relay of information from the City Attorney.)**

Introduction by Chair Unger

Presentation by Director of Community Development Steve Mertes indicating that Commissioner Fiene wrote a draft of the language for the Land Development Code, and if so deemed by the Commission, that can be part of any future Land Development Code updates.

Commission's questions of staff and comments

Steve Mertes explained that probably in two or three months, staff will create the potential Land Development Code change to be reviewed by the City Attorney, then the Commission can discuss and approve the final version prior to it going to the City Council.

No action was taken.

- c. Discussion and possible action on approving the final design of the Historic Resource Recognition plaque for the Cowboy Club.**

Introduction by Chair Unger

Commission's questions of staff and comments with a special thanks to Commissioner Huggins for his work on the proposed plaque.

MOTION: Vice Chair Meyers moved to approve the design of the Oak Creek Tavern & Market Historic Resource Program Recognition Plaque pending approval of that program through the next amendment to the LDC through the City Council process. Seconded by Commissioner Huggins.

VOTE: Motion carried four (4) for and zero (0) opposed. (Fiene, Huggins, Meyers, and Unger in favor). Commissioner Segner was excused.

- d. Discussion and possible action on approving the final design of the HPC logo.**

Introduction by Chair Unger

Commission's questions of staff and comments.

MOTION: Commissioner Fiene moved to accept Example 1 that is depicted with the City of Sedona on top and then, two lines below the HPC logo itself, it says Historic Preservation Commission in a color brown or Sepia. Seconded by Vice Chair Meyers.

VOTE: Motion carried four (4) for and zero (0) opposed. (Fiene, Huggins, Meyers and Unger in favor). Commissioner Segner was excused.

e. Discussion of what was learned by the attending Commissioners at the State HPC Conference held October 25.

Introduction and presentation by Chair Unger that included the following points:

- We may be able to get the head of the CLG for SHPO, Arianna Urban, to come to Sedona for training.
- They now talk more about archaeological sites, and in CLG they spoke of CLG sites within city limits and the effect of tourism. Any archaeological sites that allow tours oftentimes need to have tours led. The local Native American tribes don't want any of their archaeological sites to be recognized for fear they will be overrun and lose their context. The reality is that is probably not something the City will be doing. Some counties are hiding them by planting around them so they can't be seen.
- Tucson has put a hold on any demolition of property that is 50 years or older, unless approved by the City Council and Mayor; they can hold it up to a year.
- Landmarks and potential landmarks need to be monitored to prevent demolition because of neglect.
- Tucson also has two types of zonings, HPZ and NPZ for neighborhood zoning that can be non-continuous.
- Arianna Urban provided a comprehensive book, and she will see if she can get one for the City and possibly scan sections for the Commissioners.
- Regarding tourism and historic preservation, we need to be telling a story about all of the buildings. The most important part of saving a building is giving the context and history of the building. Many people travel the country to see historic buildings.
- They discussed the difference between reconstruction and preservation and the need to be careful in reconstruction as to not make an addition that isn't part of it, but looks like it is, then you lose it because it is no longer the original building.
- They talked about doing other kinds of hikes and walks, and we had talked about having a walk for the recognized properties.
- Lake Montezuma and Tuzigoot have things happening there.
- A session was on tax credits, and they have a lot of things for bricks and mortar. Steve Mertes added that we're researching a grant now for the interior buildouts of both the house and barn. The Chair indicated that they want character-defining elements if they are going to be doing an interior, and SHPO will guide you through it.
- They also give tax credits even if it is a house, so the owners of the Kiva house could possibly get government grants to maintain it, redo parts of it, etc., if it is on the National Register.

No action was taken.

f. FUTURE MEETING DATES AND AGENDA ITEMS

a. Monday, December 11, 2023; 4:00 pm

The December 11, 2023, meeting will be canceled. The next meeting will be held on Monday, January 8th, and the Chair will check with Arianna Urban to see if she can do the CLG training in January.

g. EXECUTIVE SESSION

a. If an Executive Session is necessary, it will be held in the Vultee Conference Room at 106 Roadrunner Drive. Upon a public majority vote of the members constituting a quorum, the Commission may hold an Executive Session that is not open to the public for the following purposes:

- i. To consult with legal counsel for advice on matters listed on this agenda per A.R.S. § 38-431.03(A)(3).**

ii. Return to open session. Discussion/possible action on executive session items.

No Executive Session was held.

h. ADJOURNMENT

Chair Unger adjourned the meeting at 5:20 p.m. without objection.

I certify that the above is a true and correct summary of the actions of the Historic Preservation Commission in the meeting held on November 13, 2023.

Donna A. S. Puckett, *Administrative Assistant*

Date