

**Action Minutes
City of Sedona
Historic Preservation Commission Meeting
City Council Chambers, 102 Roadrunner Drive, Sedona, Arizona
Monday, February 10, 2025 – 4:00 p.m.**

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

Vice Chair Meyers called the meeting to order at 4:05 p.m., led the Pledge of Allegiance and requested roll call.

Roll Call:

Commission Members present: Chair Nate Meyers, and Commissioners Karen Stupak and Bobby Woods. Commissioner Jack Fiene was excused, and Commissioner Steve Segner was unexcused but later indicated notified the Chair that he had to go to Flagstaff.

Staff Members present: Kurt Christianson, Steve Mertes and Donna Puckett

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

Donna Puckett announced that she talked with Brynn Unger, and she is doing quite well having completed her first phase of treatment and will be going to Florida for her second phase where they have one of only two special machines in the country, but she has made a vast improvement.

3. APPROVAL OF THE FOLLOWING MINUTES:

a. January 13, 2025

Chair Meyers asked for any corrections and none were identified, so the Chair stated that 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 4:08 p.m. and having no requests to speak, closed the public forum at 4:09 p.m.

5. REGULAR BUSINESS

a. Commissioner training from Kurt Christianson.

Chair Meyers explained that since a couple of Commissioners were not present, the training would be tabled until the March meeting.

b. Discussion of the SHPO Conference on May 14 – 17 including attendance and the possible use of the City pool vehicles.

Steve Mertes explained that the conference will be May 14th – 17th in Phoenix, but they have not provided the schedule of sessions so put a hold on your calendar. As soon as we get more information, we will let the Commission know.

Chair Meyers indicated that he received an email from Arianna Urban, the CLG Coordinator for SHPO, with a little more information. They will be holding it in downtown Phoenix at the ASU Cronkite School of Journalism facilities.

Commissioner Stupak asked if this is a meeting funded by the City and Steve Mertes stated yes, it is in the HPC budget. Donna Puckett added that if a Commissioner plans to attend, it would be great to know that, so she can submit the registration as soon as possible. Commissioners Woods and Stupak indicated they will attend, and Commissioner Stupak may be interested in using a City vehicle. Chair Meyers indicated that he would check his calendar.

No action was taken.

c. Discussion of inviting SHPO to Sedona HPC for CLG training.

Chair Meyers reviewed Arianna's schedule in the area and indicated it would be nice if we could tie it together with an HPC meeting. He then asked if we would be looking at April with Kurt Christianson's training in March, and Steve Mertes indicated it could be set up for April if that fits within her schedule.

Commissioner Stupak suggested March because April was when we would take the city vehicle and see some of the properties. Steve Mertes stated that he will see if that can be set up and asked about the allotment of time involved. Chair Meyers indicated that Arianna can probably tailor her training to fit within our available time, possibly covering what is a CLG and why it is important, to help everyone fully understand the role of this Commission, especially in light of the conversation with City Council about where this Commission is going. Steve Mertes estimated 45 minutes for Kurt Christianson and an hour for Arianna.

Commissioner Stupak asked if this would be something where we would take her to dinner afterwards, and Donna Puckett explained that sometimes when they have to travel, we put them first on the agenda, so she could do her training and leave.

Steve Mertes indicated that he will see what he can find out; it may not be in her schedule and might be a moot discussion right now.

No action was taken.

d. Continuation of the discussion of the Madole/Rigby house as it relates to the historic nature and preservation of the house in light of a request to rezone the property that it sits on.

Steve Mertes explained that this item was brought up by Commissioner Fiene and he was going to look more into that and bring information to the meeting today, so in his absence, we will defer that to the next meeting. Chair Meyers asked if there was anything new on the planning and permitting side of things, and Steve Mertes stated that they have not come back to apply for that.

Commissioner Woods indicated that he saw the zoning application on the government's website, and you can get a lot of information from that application. The Chair asked if that is what they would have filed with P&Z for a Zone Change, and Steve Mertes explained they would have filed it with the Planning Department. Commissioner Woods added that Luke Sefton had broken it down into a lot of pages, so it was easy to understand, and it would be worth a little time to quickly review it.

Commissioner Stupak asked if it was something the Commission needed to hop on pretty quick and Steve Mertes stated that he didn't know at this point, since they have taken the information given to them and have not yet come back with any corrections or changes. The Chair asked if P&Z has seen the application and considered it, and Steve Mertes stated no, and he believes that Commissioner Fiene wanted to discuss any additional historical information he found, and the Commission had identified the urge to get on the property and ask the owners if we could photograph it for posterity.

Commissioner Stupak stated that this is a pretty important property and Commissioner Woods asked if an application to make it a candidate for historic preservation has to be done by the Commission. Steve Mertes indicated that it could be something the Commission would approach the property owner with or the property owner could request it, but you always need the property owner's approval. In at least one of the two last landmarks, the Commission did ask the property owner. Commissioner Woods then stated that it is a teamwork kind of thing then, and the Chair added that it can originate from either party.

Steve Mertes added that the survey portion of the application is typically a bit too in-depth for most property owners to do themselves and that is where, with the help of the Commission, that portion of the application can be done better.

Commissioner Stupak pointed out that it was in the 2014 survey and Steve Mertes explained that it was altered too much to be considered for landmarking. The Commissioner indicated that she would like to see it now because she would know right away, and it could be that is the case.

Commissioner Woods asked who has the responsibility to contact the owners and set up an opportunity to look at it. Steve Mertes explained that the responsibility for landmarking properties is the responsibility of the Commission. If staff has a meeting or connection with the property owner because of an ongoing process, we can help with that, but it is the Commission's main responsibility. The Commissioner then asked about the best way to approach that, and Steve Mertes indicated that he is not quite sure; it would have to be discussed in a meeting with Commissioners and not something you could call other Commissioners to ask what they think, so any discussion and/or direction regarding landmarking should happen here.

No action was taken.

e. Confirmation of Commissioner Segner's acceptance of the Vice Chair position.

Chair Meyers stated that we need to table confirmation of Commissioner Seger's acceptance of the Vice Chair position, but he did just text to say that he had to get to Flagstaff.

Steve Mertes asked if anyone has had a discussion with Commissioner Segner regarding the vote in the previous meeting and his acceptance, and Chair Meyers stated no, but he will.

No action was taken.

f. Discussion of properties to assess for possible Landmark designation. (Commissioner Stupak)

Commissioner Stupak provided the following list of properties for possible landmarking:

1. Sedona Community Cemetery, which she believes is city property, and it has nothing on it other than Sedona Community Property and Rules and Regulations. There is no indication of the age, but it should be landmarked quickly.

2. The Wayside Chapel should be ready now.
3. The Sedona Elks Lodge hasn't changed and was built in 1965, but she hasn't talked with the Sedona Elks, although she doesn't think there would be a problem.
4. Sunset Village Mobile Home Park could be iffy. It was started in 1959-1960, but there aren't many of the original mobile homes left, so she would like to have everyone look at it.
5. United Church of Christ Church of the Red Rocks was started in 1960, and the picture shows a structure that she hasn't seen before. It looks temporary, because she believes the structure there now was built in 1962. She asked the moderator what he thought, and it would have to be brought up to the council. That is a good possibility, but it may or may not be, because the original part of the building is still there but they have added on.
6. Two possible Districts - Madole Road has 14 Madole homes and they look almost original, but she can't say that each one is totally original, but they look pretty close. Then, there are a bunch of homes in Uptown like on Smith Road and Apple Road with homes in all different ages starting in the 1940s. Joe Beeler's and the Smith's homes are there.

Commissioner Stupak again stated that she would like hop on the Sedona Community Cemetery. She doesn't see any reason not to fill out the paperwork and do it. Chair Meyers asked if it is city owned, and Steve Mertes did not know.

Donna Puckett indicated that Janeen Trevillyan had worked on an Uptown Historic District and a Madole District, but they didn't happen for some reason, so if someone has contact with her, she might be able to provide more information. Chair Meyers indicated he could check the Historical Society records and Commissioner Woods indicated that he has contact with Janeen on another board and will talk with her. Donna added that Janeen had also pursued a noncontiguous Madole District.

Commissioner Stupak then stated that she would like the Commissioners to individually drive up Madole Road and see what they think. Commissioner Woods asked if it is not an all or nothing with Districts because some of those homes are non-contributing, and Chair Meyers explained that there would be some that wouldn't qualify under preservation guidelines, because they aren't 50 years old or because of their condition or their property owners don't want to be part of it.

Commissioner Stupak explained she preferred doing a District rather than doing one at a time. Chair Meyers stated that he doesn't know if there is a minimum number of structures needed to create a District, and Donna Puckett stated that she believes it requires 51% of the property owners, but she doesn't know if there is a limit on the number of structures. Commissioner Stupak stated that a District could be a barn, but Uptown Sedona will be hard to do because there are so many ages there.

Chair Meyers noted that Commissioner Segner would be interested in this too, because he has been talking about Districts, and the Chair added that he has been working with the Elks and can talk with them, but potentially the biggest hiccup is that it is not locally owned. All Elks Clubs are owned and operated by their central office in Chicago, so the decision would have to go there.

Steve Mertes indicated that in searching for some answers to their questions, first, it does appear from the GIS system that the cemetery is private, and it indicates that the owner is the Sedona Community Cemetery Association. Second, the Land Development Code, Section 8.7, regarding Historic Districts says that if more than one property owner is included in a proposed rezoning to a Historic District written consent of at least 51% of property owners of record within the boundaries of the proposed District shall be submitted with the application, so it is not whether they want to contribute, it is 51% within the boundaries you draw up for that district.

Commissioner Stupak indicated that the owner of Joe Beeler's house wants it landmarked if we can't get a District, and she would really like to get the cemetery that was started in 1950 landmarked. Chair Meyers indicated that he believes he can get in contact with them.

Steve Mertes suggested an agenda item for all the Commissioners to bring in their ideas for landmarking, and the discussion really needs to be between the Commissioners with the understanding that we budgeted for two landmarks per year. Commissioner Stupak indicated that she was aware of the budget, and they aren't going to be done overnight, but this is a start.

Chair Meyers asked if Commissioner Stupak was thinking of Sunset Village as a District or the clubhouse, and the Commissioner indicated that would have to be discussed. The manager said they would have to talk to the owners, but she doesn't know if it qualifies because there are so few of the original mobile homes left and the 1971 map at the museum does not have the clubhouse there. She would like to see what the Commission thinks on that tour.

Commissioner Stupak indicated that one on the last survey was Rainbow Ray Focus on Airport Road and that was the first New Age guy here, so she would love to have his place landmarked.

Commissioner Woods asked about properties outside the city limits and Chair Meyers explained that the Commission's purview is within the City limits.

No action was taken.

6. FUTURE MEETING DATES AND AGENDA ITEMS

a. Monday, March 10, 2025; 4:00 pm

Chair Meyers stated that we will have Kurt Christianson's training and we all will bring ideas for possible landmarks. He will also check with Steve Segner to see if he is comfortable with Vice Chair. We will also find out Arianna's schedule and get something booked. Steve Mertes stated that he has the tabled training on his list and getting Arianna's schedule to fit her into our meeting, plus the continuation of the Rigby/Madole discussion if Jack is back for the next meeting, and the Chair will let him know about Commissioner Segner, then the continuation of the discussion on possible landmarking. He would also like to have a discussion on the field trip and what the Commission is expecting to see, because staff will have to set much of that up. There is a requirement for training beyond the normal training, so would you be looking to incorporate training as part of the field trip.

Chair Meyers stated that transportation might be easier to obtain by waiting until after April. We talked about touring potential landmarks and reviewing the landmarked properties to continue to monitor the health and safety of those properties. Commissioner Stupak indicated that she doesn't know if we can do them all at one time and the Commission then discussed how many they could see and really need to see.

Donna Puckett noted that another item to consider is that the conference is supposed to be in May this year and that is Historic Preservation Month so if there is anything you want to plan locally, you might not want to tie up all of your time without considering that.

Steve Mertes noted that he just wanted to know how or when to put it on the agenda and the discussion is kind of going beyond what we should be discussing now. We should be discussing what to put on an agenda, so he brought that up to agendize it so we can discuss it further, and if you are looking to get on the properties, we would need the property owner's approval, so he just wanted it agendized at some point to provide direction.

Commissioner Stupak indicated that she just wants all the Commissioners to know where everything is that is proposed and existing, so everybody knows what we are talking about and that is what we need to accomplish during this year.

Donna Puckett stated that we really need to move on. It has been identified as a future agenda item, and you are going beyond that and getting into the discussion.

Chair Meyers stated that he would like to have an agenda item about the Ranger Station following the City Council's meeting tomorrow in case something needs to be discussed.

7. EXECUTIVE SESSION

- a. If an Executive Session is necessary, it will be held in the Roadrunner Conference Room at 102 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.

8. ADJOURNMENT

Chair Meyers adjourned the meeting at 5:07 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 February 10, 2025.

Donna A. S. Puckett, Administrative Assistant

Date