



West University Historic Zone Advisory Board  
Tuesday, February 15, 2022, at 6:00PM  
Virtual Meeting  
**Meeting Minutes/Legal Action Report**

**1. Call to Order/Roll Call**

Meeting Opened 6:02 pm

Meeting Secretary: Hazelbaker

Board Members Attending: Besenick-Larson, Birkenbine, Fajardo, Hazelbaker, McDonnell, Serra and Turner

Guests: Jodie Brown, Michael Taku, Dustin Miller, Cathy Rex, Andy Pongratz, Andrea Pongratz, Chuck Meyer, Richard Fifer

**2. Approval of LAR/Minutes—October 19, 2021**

Hazelbaker motioned to approve. Fajardo seconded. Motion approved 5-0 by roll call. 2 (Turner and Birkenbine) votes abstained as members were not present at October meeting.

**3. Call to Audience**

None.

**4. Reviews**

**a. HPZ 22-004, 708 E University (T21CM01040)**

Construction of two wood framed pergolas  
Full Review/Contributing Resource

Dustin Miller and Cathy Rex presented the project.

- New pergolas will not be visible from the North Elevation of the home along University Avenue. Construction to be mortise and tenon out of Douglas Fir – simple and open beam design, Fir tongue and groove ceiling with a standing metal seam roof. Knee (curved) bracing to connect the columns to the beams. Existing hardscape under the pergolas to remain.

Turner motioned to approve plans as presented with the change in roofing material from standing seam to corrugated metal. Serra seconded. Motion approved unanimously by roll call, 7-0.

**b. HPZ 22-006, 903 N 5<sup>th</sup> Avenue (T21CM09660)**

Construction of an addition, renovation of single-family house, addition of outside deck and new ramada

## Full Review/Contributing Resource

Andy and Andrea Pongratz presented.

- Three points to presentation: guest house, ramadas and an addition to the property.
- Taku asked if the presentation tonight was proposed or already completed. Andy Pongratz stated that at the guest house doors and windows have been completed without review and approval, stucco has not been done. Taku stated that with work being done without approval, there is a chance that the board could ask for the work to be undone.
- Turner inquired if the guest house / garage was a contributing structure. McDonnell stated that the guest house / garage are not a contributing structure.
- Turner inquired about the original structure was clad in foam and then being stuccoed over, and how this will change the relationship of the window inset. Pongratz stated that the contractor requested that the foam insulation was needed in order to stabilize the existing brick.
- Hazelbaker noted that the drawings being presented for the guest house are not what has been given to the Board members. McDonnell also stated that we do not have the current drawings, Pongratz stated that the drawings had been sent to Brown and Taku.

Hazelbaker motioned to approve the guest House/garage drawings as presented with the understanding that the brick pier height as shown in the drawings will be updated from 4'-10" to 6'-0" to match existing fence height on the property. Birkinbine Seconded. Motion approved unanimously by roll call, 7-0.

Continuance on the remaining elements of the project to be reviewed at the next agenda. Drawings need to be revised and updated showing additional details and omissions – examples include the height relationships for the ramada, sectional relationship of ramada to existing residence, new proposed steel doors, drawings need to show how proposed new work is connecting into the existing. Board needs to see architectural drawings that relate to the historic guidelines, not just a permit set.

Turner motioned to continue the review of the addition and the ramadas at the next board meeting. Motion approved unanimously by roll call, 7-0.

### **c. HPZ 22-007/MGD 22-01 (T21SA00361)**

Construction of patio improvements  
Full Review/Non-Contributing Resource

Presented by Chuck Meyer and Richard Fifer.

- Property is a noncontributing structure. New elevated patio and railing to match existing conditions.
- Serra inquired about material for stair – Meyer stated it will be red brick, steel, and concrete.

- Birkinbine inquired about the thinking on the two different rail materials. Fifer stated they were materials he liked. It was noted that the elevations as presented are missing the steel vertical members at the stair railings/glass guard – however will be installed per manufacturer’s recommendations.

Serra motioned to approve as presented with the understanding that the drawings will be updated to show vertical members on the stair rails and installed per manufacturers recommendations.

Fajardo seconded, Motion approved unanimously by roll call, 7-0.

Applicant will send updated drawings to the City and Board members will review and reply to staff only with their recommendations.

## **5. West University Historic Preservation Zone (WUHPZ) Design Guidelines**

### **a. Discussion on revisions to the existing WUHPZ Design Guidelines**

McDonnell stated that he sent the updated guidelines to Brown a couple weeks ago for review and comment on the proposed updates. Board will review feedback once received.

## **6. Staff Updates—Information Only**

None.

## **7. Future Agenda Items**

Two minor reviews for WUHZAB upcoming.

## **8. Adjournment**

Turner motioned to adjourn. Serra seconded.

Motion approved unanimously by roll call, 7-0. Meeting adjourned at 7:58 pm.