



Design Review Board  
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**\*\*\*DESIGN REVIEW BOARD (DRB)\*\*\***

**MEETING NOTICE AND AGENDA**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **Design Review Board (DRB)** and to the general public that the DRB will hold the following meeting which will be open to the public on:

**Friday, September 16, 2022, 7:30 AM**

Pursuant to safe practices during the COVID 19 pandemic, all in-person public meetings are cancelled until further notice. This meeting will be held virtually to allow for healthy practices and social distancing. All materials related to the agenda items noted below can be accessed at: [www.tucsonaz.gov/pdsd/design-review-board-agenda-materials](http://www.tucsonaz.gov/pdsd/design-review-board-agenda-materials). Meeting materials will also be presented as part of the virtual meeting.

**To join the DRB virtual meeting from your computer, tablet or smartphone:**

[Click here to join the meeting](#)

**Or call in (audio only):**

[+1 213-293-2303](tel:+12132932303),11399865# United States, Los Angeles

**Phone Conference ID: 113 998 65#**

*For materials in accessible formats, and/or materials in a language other than English, please contact María Gayosso at (520) 837-6972, [María.Gayosso@tucsonaz.gov](mailto:María.Gayosso@tucsonaz.gov), or (520) 791-2639 for TDD, no later than Monday, September 12, 2022.*

*Para solicitar materiales es formatos accesibles, y/o materiales en español, por favor comuníquese con María Gayosso al (520) 837-6972, [María.Gayosso@tucsonaz.gov](mailto:María.Gayosso@tucsonaz.gov), a más tardar el Lunes 12 de Septiembre de 2022.*

**AGENDA**

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

Paige Anthony  
Rosemary Bright  
Susannah Dickinson  
Caryl Clement  
Nathan Kappler (Chair)  
Grace Schau  
Chris Stebe (Vice Chair)

**2. Review and Approval of the 7/8/2022 Draft LAR and Meeting Minutes**

**Action**

### 3. Call to the Audience

#### 4. Case # RNA-DRB-22-07 ([T22SA00261](#))

Associated Activity #s [DP21-0086](#), [C9-19-20](#)

Conversion of single-family residence to office

1834 N Craycroft Rd, R-1 zoning, proposed O-1 zoning

Office Compatibility Standards Review

Action

This project was reviewed by the DRB on [June 3, 2022](#), and requested the applicant to return to the DRB with a revised application that demonstrates compliance with [UDC § 4.9.4.R.7.a through .e](#), requesting the applicant to return with a revised Design Package. At the meeting, the DRB discussed with the applicant these main issues:

1. The size of the parking area, not complementing the surrounding area, and becoming a dominating element on the site. The parking calculations indicate 5 parking spaces are required, and the applicant was proposing 18 spaces instead. Entitlements staff has confirmed that the reduction of the parking area would not trigger a modification to the rezoning conditions;
2. The location and screening of mechanical equipment;
3. The need for a landscape architect to put together the landscape plan for the project;
4. Vehicular circulation and pedestrian circulation to/from Craycroft and within site. The DRB was trying to understand if two driveways are indeed needed and where sidewalks within site were required.

#### The Applicant's Request:

This is a request by Rene Martinez, Vice President for Talavera Engineering & Construction, on behalf of the property owner, for the rezoning of a R-1 residential property to O-1 office, for administrative and professional office use. The site had been formerly used as a single-family residence. The applicant is proposing to maintain the existing structure on site, and is providing parking, landscaping, and other improvements.

#### The DRB's Purview:

In accordance with UDC Section 4.9.4.R.7, the DRB reviews and forwards a recommendation to the Planning & Development Services (PDS) Director. In formulating its recommendation, the DRB shall apply the design standards specified in UDC Section 4.9.4.R.7:

#### UDC SECTION 4.9.4.R.7 – Office Compatibility Standards

New construction shall be reviewed by the Design Review Board (DRB) for architectural and site design compatibility with the surrounding residential area. The DRB review shall include architectural style, building elevations, materials on exterior facades, color schemes, new mechanical equipment locations, lighting of outdoor areas, window locations and types, screening, landscaping, vehicular use areas, and other contributing design features. The DRB recommendation shall be made to the PDS for determination of compatibility. The DRB shall find that:

- a. The building materials on the exterior facade are compatible with those used within the neighborhood block;
- b. Color schemes of the new building are compatible with those of the developments on the block face;

- c. The exterior facade of new construction is of a residential type architecturally if adjacent to a residential use or vacant residentially zoned property;
- d. The building scale of new construction complements, rather than is dominant in scale to, adjacent projects; and,
- e. Any new mechanical equipment located on the roof are screened and that the screen is integrally designed as part of the architectural style of the building. If this cannot be done, the equipment shall be located at ground level and screened from the street.

**Motion: THE DESIGN REVIEW BOARD (DRB) HAS REVIEWED THE APPLICANT’S PROJECT FOR THE PROPOSED REZONING TO O-1 AND RECOMMENDS TO THE PLANNING & DEVELOPMENT SERVICES (PDS) DIRECTOR (APPROVAL) (DENIAL), FINDING THE PROJECT (IN COMPLIANCE) (NOT IN COMPLIANCE) WITH THE CRITERIA ESTABLISHED UDC SECTION 4.9.4.R.7 (SEE ATTACHMENT A) (SUBJECT TO THE FOLLOWING CONDITIONS).**

**5. Case # DRB-22-11 / SE-22-35 ([T22SE00035](#)) New TEP Cottonwood Substation  
[3210 S Cottonwood Ln](#), Parcel # [11918030A](#)  
R-1 and R-2 Zoning  
Special Exception Request**

**Action**

This is a request by Brian Pugh, Environmental and Land Use Planner at Tucson Electric Power (TEP), on behalf of the property owner, TEP, to allow for construction of a new 138 kilovolt electric power substation as a special exception land use in a former 10.7-acre aggregate mine and material sorting facility in R-1 and R-2 residential zones. The proposal includes a new multi-use connection of the Paseo de las Iglesias River Park to the west branch of the Santa Cruz River.

Distribution system uses in the R-1 and R-2 zones are subject to Sections 4.9.11.A.1, .2, .5, .8, .9, and .11. of the Unified Development Code (UDC) and requires approval through a Zoning Examiner Special Exception Procedure, Sec. 3.4.3. as well as review by the Design Review Board. This item is scheduled for a Zoning Examiner Public Hearing on October 20, 2022.

**The DRB’s Purview:**

In accordance with UDC Section [4.9.11.A.8](#) (Use-Specific Standards, Utilities Use Group, Distribution System):

*Any building housing such facility shall be in keeping with the character of the zone in which it is located. The Design Review Board (DRB) shall review all applications and make recommendations to the Zoning Examiner. The DRB shall review architectural style, building elevations, materials on exterior facades, color schemes, new mechanical equipment locations, light of outdoor areas, window locations and types, screening, landscaping, vehicular use areas, and other contributing design features.*

**Motion: THE DESIGN REVIEW BOARD (DRB) HAS REVIEWED THE APPLICANT’S PROJECT FOR COMPLIANCE WITH SPECIAL EXCEPTION USE-SPECIFIC STANDARDS FOR A UTILITIES DISTRIBUTION SYSTEM AND FINDS THE PROJECT (IN COMPLIANCE) (NOT IN COMPLIANCE) WITH THE USE-SPECIFIC STANDARD SET FORTH IN UDC SECTION 4.9.11.A.8.**

## 6. DRB Purview in Rezoning, Special Exception, and Variance Requests

Informational

On April 8, 2022, staff informed the DRB that PDS&D's Entitlements and Zoning Administration staff can help further clarify DRB's purview when reviewing Rezoning, Special Exception, and Variance applications. Below are examples of Rezoning and Special Exception projects the DRB has reviewed and the DRB purview:

### a) Office Compatibility Standards Review – Conversion of single-family residence to office

Case # [DRB-22-07 / DP21-0086 / C9-19-20 -- Application](#)

**The DRB's Purview:** In accordance with UDC Section 4.9.4.R.7, the DRB reviews and forwards a recommendation to the Planning & Development Services (PDS&D) Director. In formulating its recommendation, the DRB shall apply the design standards specified in UDC Section 4.9.4.R.7:

#### **UDC SECTION 4.9.4.R.7 – Office Compatibility Standards**

New construction shall be reviewed by the Design Review Board (DRB) for architectural and site design compatibility with the surrounding residential area. The DRB review shall include architectural style, building elevations, materials on exterior facades, color schemes, new mechanical equipment locations, lighting of outdoor areas, window locations and types, screening, landscaping, vehicular use areas, and other contributing design features. The DRB recommendation shall be made to the PDS&D for determination of compatibility. The DRB shall find that:

- a. The building materials on the exterior facade are compatible with those used within the neighborhood block;
- b. Color schemes of the new building are compatible with those of the developments on the block face;
- c. The exterior facade of new construction is of a residential type architecturally if adjacent to a residential use or vacant residentially zoned property;
- d. The building scale of new construction complements, rather than is dominant in scale to, adjacent projects; and,
- e. Any new mechanical equipment located on the roof are screened and that the screen is integrally designed as part of the architectural style of the building. If this cannot be done, the equipment shall be located at ground level and screened from the street.

### b) Special Exception Request - Tucson Water – 26th St Well Improvement

Case # [DRB-22-03 / SE-22-12 -- Design Compatibility Report](#)

**The DRB's Purview:** In accordance with UDC Section 4.9.11.A.8 (Use-Specific Standards, Utilities Use Group, Distribution System):

*Any building housing such facility shall be in keeping with the character of the zone in which it is located. The Design Review Board (DRB) shall review all applications and make recommendations to the Zoning Examiner. The DRB shall review architectural style, building elevations, materials on exterior facades, color schemes, new mechanical equipment locations, light of outdoor areas, window locations and types, screening, landscaping, vehicular use areas, and other contributing design features.*

### c) Variance Request – Overhead powerlines in the Scenic Corridor Overlay Zone (SCZ)

Case # [DRB-21-18 / C10-21-08 – Presentation Materials](#)

**The DRB's Purview:** Variances from the Scenic Corridor Overlay Zone (SCZ) standards are processed in accordance with Sections [3.10.1](#) and [3.10.3](#), Board of Adjustment Variance Procedure. In accordance with UDC Sections [2.2.6.C.2](#) and [5.3.14](#), the DRB reviews, for recommendation to the Board of Adjustment, all requests for variances from SCZ provisions and shall forward its recommendations in accordance with Subsection [2.2.6.B.6](#). The DRB recommendation shall apply the same findings required in Section [3.10.3.K](#) (see Attachment A) for granting a

variance. In addition, the DRB may make any recommendation that would assist in mitigating any negative impacts which might occur should the request be granted.

**UDC Section [3.10.3.K](#) Findings for Approval**

The Board of Adjustment may approve a variance only if it finds:

1. That, because there are special circumstances applicable to the property, strict enforcement of the UDC will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district;
2. That such special circumstances were not self-imposed or created by the owner or one in possession of the property;
3. That the variance granted is subject to such conditions as will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located;
4. That, because of special circumstances applicable to the property, including its size, shape, topography, location, and surroundings, the property cannot reasonably be developed in conformity with the provisions of the UDC;
5. That the granting of the variance shall not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located;
6. That the proposed variance shall not impair an adequate supply of light and air to adjacent property, substantially increase congestion, or substantially diminish or impair property values within the neighborhood; and,
7. That the variance, if granted, is the minimum variance that will afford relief and is the least modification possible of the UDC provisions that are in question.

**7. Staff Announcements**

**Informational**

**8. Adjournment**