



West University Historic Zone Advisory Board  
Tuesday, April 18, 2023, at 6:30PM  
Virtual Meeting  
**Meeting Minutes/Legal Action Report**

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

Meeting Opened 6:02 pm

Board Members Attending: McDonnell, Serra, Fajardo, Turner, Besenick, and Glock

Guests: Jodie Brown (COT HPO), Alex Enoch, Judy Sensibar, and Tom Fisher.

**2. Approval of Minutes – February 22, 2023**

Approval of 3/21/23 Minutes: Serra motions to approve. Fajardo seconded. Approved by roll call vote 6-0.

**3. Call to Audience**

None

**4. Reviews**

**a. SD-1222-00010, 620 N 6<sup>th</sup> Avenue-Continued**

Replace 2<sup>nd</sup> floor balcony railing, relocate front door.  
Full Review/Contributing Resource

Alex Enoch presenting. Alex presented new photographic evidence that the door and window on the first floor were originally flipped compared to as it is today. Sometime after this picture was taken the door and window were swapped and the presenter is proposing to restore them to their original locations.

Jodie Brown called into question whether the door would have been closer to the south side of the building and likely that the door was originally below the 2<sup>nd</sup> floor window that is second from the left. Suggested that SHPO might not approve of the proposed locations, and it could lead to the property being determined to be non-contributing. General conversation suggesting that the original 1<sup>st</sup> floor elevation likely had doors and windows on 1<sup>st</sup> and 2<sup>nd</sup> floor vertically aligned. Serra said that the existing door opening is out of proportion with all the other openings on the front elevation. Glock suggested that the brick and framing under the stucco would show clearly how things would have been originally positioned. Serra and Jim suggested that moving the door as proposed is reasonable.

Rachel Serra motioned that the door be moved to the center location now occupied by a window. Also, that the door in the new proposed location to have a transom above it to match the transom on the second floor. And that the existing window be moved to the existing door location with the lintel height to match historic height of other windows. Turner seconded and the board approved motion 6-0.

The conversation then moved to the balcony railing. Alex said the balcony railing was built to match the interior staircase railing. McDonnell stated that the design of the interior stair railing wasn't relevant to the exterior balcony design. Serra added some discussion and analysis suggesting that the currently proposed/installed railing design is not compatible with the original detailing of the balusters or the rail posts. Not appropriate for the neighborhood or the climate. Design should be more simplified. Less ornamentation.

Damon motioned to decline proposed railing. Ask applicant to return with a more appropriate design. Better reflect the historic photograph. Serra seconded. The board approved motion 6-0.

**b. 645 E 1<sup>st</sup> Street**

Construction of two shade structures and installation of benches  
Courtesy Review/Contributing Resource

Tom Fisher and Judy Sensibar presenting. Judy presented history of the plans for the park and showed the planned location and rationale adding two shade structures (umbrellas) above each of the tables in the dog park areas. Also presented the proposal for benches at the park playground. Serra asked about how the structures would be maintained. The warranty is 10 years. Tom asked for comments on whether the umbrella design would be acceptable to the board when the proposal would be presented in a formal review. Comments from the board were that the proposal as presented was acceptable.

Jodie suggested that the proposal needs to go through the landscape subcommittee in addition to and prior to the PRS review. Permit needs to be submitted and then kicked out by PDSD into historic review process for there to be a formal review with WUHZAB.

**5. Staff Updates - Information Only**

Jodie said that the commission split is still in a holding pattern. Michael is back at work. Some discussion around quorum requirements for boards and commissions.

**6. Future Agenda Items**

Jodie said that 620 N 6<sup>th</sup> will come back at some point because we continued the railing discussion. Also, the Anza Park formal review. Serra stated that she has a guest house project.

**7. Adjournment**

Motion made by Turner to adjourn. Glock seconded. Motion approved unanimously, 6-0. Meeting adjourned at 7:34 pm.

Rick McDonnell, Chair