



Fort Lowell Historic Zone Advisory Board
Tuesday, November 28, 2023, at 7:00PM
Hybrid Meeting

Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Members present: Elaine Hill (Co-Chair), Chris Jech (Co-Chair) (virtual), Michael Bell, Briggs Clinco, Mary Lou Fragomeni-Nuttall, and David Pietz.

City Staff present: Wyatt Berger (PDSD) and Michael Taku (PDSD).

Guests present: Demion Clinco and Drew Cook.

A quorum was established, and the meeting was called to order at 7:05 PM.

2. Vote to Continue Hybrid Meeting Format

This item was heard out of order.

Co-Chair summarized the new hybrid meeting guidelines approved by the Mayor and Council. Staff clarified that a motion and a vote to approve or deny a hybrid meeting format were not required for this item. Board members were concerned that a City-owned facility is not available within the neighborhood to host future meetings. It was noted applicants should present future projects in-person. Board members concluded more time was needed to review the new hybrid meeting guidelines.

A motion to continue the discussion to vote to continue the hybrid meeting format was made by Pietz and seconded by Co-Chair Jech. The motion passed with a vote of 6-0.

3. Approval of Minutes/LAR – September 26, 2023; October 3, 2023; and October 18, 2023

This item was heard out of order.

A motion to approve the September 26, 2023, minutes was made by Fragomeni-Nuttall and seconded by Clinco. The motion passed with a vote of 6-0.

Additional time was requested by several board members to review the remaining minutes. A motion to continue the October 3, 2023, and October 18, 2023, minutes was made by Bell and seconded by Co-Chair Jech. The motion passed with a vote of 6-0.

4. HPZ 22-036/T22CM02664, 2900 North Craycroft Road Update

a. Update on Quartermaster's Commissary Building

This item was heard out of order.

Drew Cook provided a brief presentation on the status of the Commissary Building repairs. Board members had several questions and comments for the design professional.

Are the current repairs fixing the leaking roof?

- Yes.

Are the leaks currently being remediated?

- Yes.

Will the existing parapet remain white or be painted?

- The final finish of the parapet has not yet been determined.

Will the rear porches be repaired?

- Yes.

Do the lintels require any repairs?

- No, but there is decking in disrepair that will need to be replaced.

Will slide decks be provided for the public to view?

- Slide decks will be provided once new phased drawings are generated.

Is any interior work proposed?

- The primary goal of the project is to preserve the interior of the building. The current challenge is providing an ADA accessible restroom.

Are there any proposed uses?

- The City and County are interested in finding a "master user" who supervises the facility and rents individual spaces to other businesses or users.

5. Review Process Discussion

Co-Chair Hill stated that updated and improved policy statements are needed relating to development zones and street perimeter walls and fences within the Fort Lowell Historic Preservation Zone (HPZ). Co-Chair Hill also provided the definitions of Development Zones, streets, and blocks as written within the *Unified Development Code*. It was recommended by several board members that agreements with board members and City staff should be made determining the correct Development Zone for applicants. Staff clarified that applicants of major projects may request courtesy reviews with the Board prior to scheduling a full review. There was further discussion whether the Mesquite and Corbett washes define blocks within the HPZ boundaries. Board members decided that washes cannot be used to define Development Zones. Lastly, the updated policy statement had a typo that needed to be refined.

A motion to accept the updated policy statement relating to Development Zones, as written, except for a minor typo, was made by Clinco and seconded by Fragomeni-Nuttall.

Clinco modified the motion to amend the definition of "street" with the updated policy statement. Fragomeni-Nuttall accepted the modified motion. The modified motion passed with a vote of 6-0. It was determined by board members that new perimeter walls and fences greater than four feet in height should not be constructed along both public and private street lot lines. Bell noted that corrugated metal or sheet metal fencing should not be excluded from the updated policy statement, but there are no examples within the HPZ. Bell further mentioned that the updated policy statement may not allow for creative solutions to issues with walls and fences.

A motion to accept the updated policy statement relating to street perimeter walls and fence, as written, except for a supplemental reference to public and private roads, was made by Clinco and seconded by Pietz. The motion passed with a vote of 4-2 (Fragomeni-Nuttall and Bell did not accept the motion).

Clinco made a motion to accept the new policies into the design guidelines with changes to language relating to street perimeter walls and fences, and that new changes can be made during future meetings. Pietz seconded the motion. The motion passed with a vote of 4-2.

6. HPZ 22-079/TP-MCA-0923-00001, 5259 East Fort Lowell Road Update

Co-Chair Hill provided a brief update relating to the appeal case. The case was continued to the December 12 Mayor and Council hearing. A negotiation between the applicant and the Board was requested by Councilmember Cunningham. The City Manager will

later provide a report with a recommendation to uphold or reverse the appeal to the Mayor and Council.

7. Staff Updates on Minor Reviews and Code Violation Updates

A minor review will be scheduled for solar panels at 5407 East Francisco Loop.

8. Call to the Audience

None.

9. Future Agenda Items – Information Only

Co-Chair Hill indicated that a new project affiliated with The Gregory School will be scheduled for FLHZAB review within a month or two. Staff also stated that the project associated with 5301 East Fort Lowell Road was resubmitted, and requested whether a special meeting can be held in December.

10. Adjournment

The meeting adjourned at 9:00 PM.