



Fort Lowell Historic Zone Advisory Board
Wednesday, December 20, 2023, at 7:00 PM
Hybrid Special Meeting

Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

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

City Staff present: Wyatt Berger (PDSD) and Koren Manning (PDSD).

Guests present: Andrew Christopher, Demion Clinco, and Alan Scott.

A quorum was established, and the meeting was called to order at 7:02 PM.

2. Approval of Minutes/LAR – October 3, October 18, and November 28, 2023

A motion to approve the October 3, 2023, minutes was made by Co-Chair Hill and seconded by Fragomeni-Nuttall. The motion passed with a vote of 6-0.

A motion to approve the October 18, 2023, minutes was made by Bell and seconded by Co-Chair Jech. The motion passed with a vote of 6-0.

A vote to approve the November 28, 2023, minutes was deferred to the next scheduled meeting as ample time was not provided for review.

3. Reviews

- a. **SD-0523-00055/TC-RES-0423-04339, 5301 East Fort Lowell Road (continued)**
Rehabilitation of an existing single-family residence and site improvements
Full Review/Contributing Historic to HPZ/Estimated time: 30 minutes

The project was presented by the architect, Andrew Christopher.

Board members had several questions about comments about the project.

Is there any consideration to create a larger washer and dryer area?

- The existing structure constrains and restricts the size of the washer and dryer area.

Will the interior stairs to the cellar remain?

- Yes.

Is there any consideration to utilize crushed rock rather than decomposed granite for the driveway material?

- The owners intended to utilize decomposed granite, and the previously approved motion requested decomposed granite.

Is the front gate currently in place?

- No, but it is currently on-site.

Is the gate wooden?

- Yes.

Have the required new steel windows been sourced?

- Yes.

Was the existing front wall part of the original structure or constructed later?

- It is unclear when the existing wall was constructed.

What is the dashed rectangle on the west elevation?

- It is an intrusive opening proposed to be infilled.

How does the proposed front wall transition to the east property line?

- The wall will tie into the east wall along the east property line.

Are the dimensions of the proposed French doors the same as the previous sliding door?

- Yes.

Is the patio flush to the French doors?

- No, there is a step down into the courtyard.

Are any changes proposed to the yard and courtyard?

- No.

Board members were concerned that the development zone was incorrect. Deputy Director Manning clarified that the proposed development zone meets the intent of

the definition within the Unified Development Code. It was mentioned that proper ventilation within the washer and dryer area be considered by the applicant. Board members also expressed that decomposed granite driveways are not found within the neighborhood. Additionally, there was a recommendation to provide a meandering rather than continuous wall as the proposed front wall.

There were additional concerns by several board members that French doors are inappropriate for the project and within the neighborhood. The applicant indicated that the French doors would allow additional light and aperture into the building, and that the French doors would not be visible from Fort Lowell Road.

Clinco formulated a motion to approve the project as presented with several conditions: to update the development zone; to provide additional consideration to the period of significance for the project; to remove the proposed steel casement windows; to eliminate the French doors; to remediate the basement; and to allow the driveway to consist of decomposed granite.

Further discussion was generated relating to the period of significance for the residence and the proposed windows. Most of the proposed windows are shown with horizontal dimensions greater than the vertical. Additionally, the elevations as presented could influence future construction within the development zone. While there is a proposed policy to eliminate six-foot front walls, the proposed wall does not obstruct views of the residence.

A motion was made by Clinco and seconded by Fragomeni-Nuttall to approve the project as presented with the following conditions: to provide wood, single- or double-hung windows with vertical dimensions greater than the horizontal; to provide a smooth lime plaster treatment; to eliminate the French doors and propose a different design solution; to ensure heavy equipment is not visible; to provide a light toned color for the roof; to update the development zone; and to ensure the applicant returns to the Board for final design review. The motion passed with a vote of 4-1 (Bell voted nay and Maywood abstained).

4. Board Nominations

A motion was made by Co-Chair Hill and seconded by Clinco to nominate Fragomeni-Nuttall to Chair, and to nominate Pietz to Vice-Chair, of the Fort Lowell Historic Zone Advisory Board. The motion passed with a vote of 6-0.

5. Board Election(s)

A motion was made by Co-Chair Hill and seconded by Clinco to nominate Margo Sackheim as a member of the Fort Lowell Historic Preservation Zone Advisory Board. The motion passed with a vote of 6-0.

6. Vote on Meeting Format – Hybrid, In-Person, Virtual

Deputy Director Manning indicated that a vote is not required to continue the hybrid meeting format as the board has been meeting in a hybrid meeting format for several months.

7. Review Process and Design Guidelines Discussion

A motion was made by Briggs and seconded by Co-Chair Jech to allow Co-Chair Hill to act as an associate member of the Fort Lowell Historic Preservation Zone Advisory Board. The motion passed with a vote of 6-0.

Co-Chair Hill provided a brief presentation about a unified maximum height throughout the Historic Preservation Zone. Deputy Director Manning indicated that changes to the Technical Standards are administrative and reviewed by the Plans Review Subcommittee and the City Manager. Further, an amendment to the definition of a development zone requires Planning Commission recommendation and Mayor and Council adoption.

A motion was made by Co-Chair Hill and seconded by Clinco to adopt a design guideline policy restricting the height of new buildings to 14'-0", with the Post Trader's Store as a notable exception. The motion passed with a vote of 6-0.

8. Call to the Audience

None.

9. Future Agenda Items – Information Only

None.

10. Adjournment

Bell made a motion to adjourn the meeting which was seconded by Clinco. Co-Chair Hill adjourned the meeting at 8:55 PM.