



Fort Lowell Historic Zone Advisory Board
Tuesday, March 25, 2024, at 5:30PM
Hybrid Meeting

Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Members present: Mary Lou Fragomeni-Nuttall (Chair), David Pietz (Co-Chair) (arrived at 5:36 p.m.), Briggs Clinco (virtual), and Margo Sackheim.

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

Guests present: Mary Babbitt, Drew Cook, Sara Fontaine, Dan Hill, Elaine Hill, Rory McCarthy, Scott O'Mack, Jennifer Patton, Tom Pew, Corky Poster, and Julie Sherrill.

A quorum was established, and the meeting was called to order at 5:34 PM.

2. Approval of Minutes/LAR – December 20, 2023

This item was heard out of order.

A motion to approve the December 20, 2023, minutes was made by Sackheim. The motion passed with a vote of 3-0 (Pietz was absent at this time).

3. Reviews

a. SD-0224-00012/TD-DEV-1123-00453, 3231 North Craycroft Road

The applicant provided a brief presentation of the project. Board members had several questions and comments about the project.

Are the columns attached to the proposed wall?

- No.

Are the columns also attached on the right side of the entry?

- Yes, the entry is symmetrical on both sides of the entry.

What is the white box to the right of the entrance?

- It is an existing traffic control box.

Where is the lighting at the entrance?

- The lighting is proposed to point upward toward the embossed signage on the wall.

Are any trees required to be removed for this project?

- No trees are proposed for removal; an opening is proposed in the wall to allow a tree branch to be integrated into the design.

Where is the split-rail fencing proposed?

- The fencing is proposed along the ends of the entry.

Where is the former monument sign located?

- The monument sign has been removed.

Is there any consideration to reduce the height of the walls at the northern and southern ends of the project?

- No, but the wall does thicken at the ends.

Does the wall step back?

- Yes.

Are the walls continuous at the step back points?

- Yes.

What is the linear length of the proposed six-foot wall?

- Approximately 40 feet in length.

Will the split-rail fence be painted?

- It will be pre-cast concrete with a white paint finish.

Board members were concerned about the lack of soft, rounded edges on the proposed wall. Additionally, it was noted that there was a lack of wall height variations in some areas. Board members also appreciated the use of incorporating tree limbs and branches into the design of the wall. It was recommended that the paint finish of the split-rail fence be toned down.

Pietz made a motion to approve the project as presented with the following conditions: that the color of the proposed split-rail fence be toned down from white; that the surrounding tree limbs and branches are integrated with the proposed wall; and that an informational update about the color of the split-rail fence be forwarded to the Board as a courtesy. The motion was seconded by Clinco. The motion passed with a vote of 4-0.

b. TP-PRE-0324-00055, 5479 East Fort Lowell Road

The applicants provided a presentation of the project. Board members had several questions and comments about the project.

Given what is existing, how is the parking lot being expanded?

- The parking lot will be expanded to the south.

What are the circles with the hatches on the site plan?

- They are schematic designs of where cottonwood may be planted.

Are any trees being removed with this proposal?

- Mostly shrubs and creosote will be removed, but new vegetation will be planted with this proposal.

Is a sidewalk proposed?

- Yes, a sidewalk to the east of the parking lot is proposed. A sidewalk is not proposed along the parking lot.

What are the materials of the proposed pathway?

- Stabilized decomposed granite is proposed for accessibility.

Did you say there was an area most appropriate for a café?

- The west building is currently the most appropriate location for a café at the Commissary.

Is the site served by the City sewer system?

- Yes, but new sewers are required for this project.

How frequently will the loading area for restaurant delivery be utilized?

- A few times a week is the anticipated frequency.

How many parking spaces currently exist?

- Six standard parking spaces, in addition to two accessible parking spaces.

Is all of the parking proposed for the parking lot expansion required?

- No, but the number of spaces proposed is the number of spaces deemed reasonable for this project.

How will large events and receptions be controlled at night?

- There will be an agreement with whoever leases the property stipulating when events are required to end.

Is there a plan to revegetate Cottonwood Lane on the Adkins property?

- Yes, there is a plan to revegetate within the master plan, but not for this project.

Is there a consideration for signage to communicate safety for pedestrians and vehicles driving along Fort Lowell Road?

- Signage is not within the scope of work of this project and would require coordination with the Department of Transportation and Mobility.

Are barriers proposed to prevent encroachment onto unsurfaced areas?

- Railroad ties are proposed to act as wheel stops within the parking lot.

Will the current adobe wall along the east perimeter of the Commissary be maintained?

- Yes, the adobe wall will remain and be stabilized.

What type of air conditioning units are proposed within the Commissary Building?

- Air conditioning units typical for residential uses are presented, with the condensing units on the exterior and fan coils in the interior.

Board members were concerned that the parking lot expansion on the Adkins Property is too far from the Commissary Building. The applicants clarified that the parking lot ties into the existing infrastructure and would affect archaeology if shifted elsewhere. There was a brief discussion about providing parallel parking or a looped parking area closer to Fort Lowell Road. The size of the loading area for restaurant delivery was also believed to be too large in comparison to the small-scale operations of the restaurant. Additionally, board members expressed concern about late-night events at the Commissary Building. Deputy Director Manning informed the Board that members of Board can engage with Parks and Recreation Department to create programming and rules for these types of events.

Board members had few concerns about the landscape plan for the Commissary Building. Clinco reiterated that the loading area for deliveries appears to be too large for the overall use of the Commissary Building. Clinco further discussed exploring the potential to use the three twenty-minute parking spaces as a loading area for the café. Board members had few concerns about the Donaldson House proposal.

4. Design Guidelines Discussion

A motion was made by Clinco to move this item to the next scheduled meeting. The motion was seconded by Sackheim. The motion passed with a vote of 4-0.

5. Call to the Audience

None.

6. Future Agenda Items – Information Only

None.

7. Adjournment

The meeting was adjourned at 8:02 PM.