

2024

**Tucson-Pima County Historical Commission**  
Plans Review Subcommittee (PRS)

**LEGAL ACTION REPORT/Minutes**

**Thursday, July 25, 2024**

**This was a hybrid meeting. The meeting was accessible at the provided link to allow for participating in-person, virtually, and/or calling in.**

Note: A recording of the entire meeting (audio/video) can be accessed at <https://www.youtube.com/playlist?list=PLUfRGd7RxAUv6rMbrNEurjg1iY8N4ZALR>

**1. Call to Order and Roll Call**

The meeting was called to order at 1:01 P.M., and per roll call, a quorum was established.

Commissioners Present: Teresita Majewski (Chair), Savannah McDonald, Andrew Christopher, Jan Mulder (virtual), Rikki Riojas and Jan Mulder (in-person)

Commissioners Absent: Joel Ireland

Applicants/Public Present: Noel Griemsmann (in-person); Rick Stertz; Sonya Stevens; Sarah Schiele; Jason Jones; Roger Brevoort; Davis Maxwell; and John Ash (virtual)

Staff Present: Michael Taku, Jodie Brown (in-person) and Dan Bursuck (virtual) (City of Tucson, Planning and Development Services Department [PDSD])

**2. Approval of the Legal Action Report/Minutes for the Meeting of July 11, 2024**

**Motion:** Commissioner Christopher moved to approve the Legal Action Report/Minutes for the meeting of July 11, 2024, as submitted.

The motion was seconded by Commissioner Riojas.

The motion passed unanimously by a roll call vote of 5-0. (Commissioner Ireland absent)

**3. Historic Preservation Review Cases**

*UDC Section 5.8/TSM 9-02.0.0/Historic District Design Guidelines  
Revised Secretary of the Interior's Standards and Guidelines*

**3a. 835/837 N 1st Avenue, SD-0324-00028**

Exterior rehabilitation, windows, mechanical equipment, walls.  
Full Review/West University Historic Preservation Zone  
Contributing Resource/Rehabilitation Standards

Staff Brown presented background on the project (a zoning violation case) and read into the record the action taken by the West University Historic Zone Advisory Board (WUHZAB) from the meeting of July 16, 2024. WUHZAB voted 6-0 to recommend approval noting: to accept the rooftop HVAC unit, mechanical units on the north and west elevations, and the electrical panels as presented, replace the first-story windows with wood or metal-clad wood double-hung dual-pane windows to mimic the original view of the property, use stucco for the final treatment of the pop outs on the south and west elevations that does not match the stucco of the original house, basement windows to single-light wood or metal-clad wood dual-pane awning windows that have functional egress, and water heater enclosures to be painted to match house color.

Rick Stertz provided an overview of the project, clarified points, and answered questions during the presentation. Sonya Stevens represented the property owner.

Discussion was held. Action was taken.

**Motion:** Commissioner Christopher moved to recommend approval of the project as presented with the following conditions:

1. All windows shall be wood or aluminum-clad wood and shall match the original single- or double-hung configurations except for the basement windows, which shall be an awning style with window wells.
2. The front/east window shall be composed of three operable windows mulled together to match the original configuration and proportion.
3. All existing concrete sills shall remain.
4. The rooftop air conditioner shall be moved to the west side of the roof, and the roof shingles shall be repaired to match.
5. The treatment of all wood-siding portions shall be brought back for minor or full review as applicable once an investigation is conducted and a repair strategy is developed.
6. The tile on the front pier and walls shall be removed and the existing stucco shall be repaired.

The motion was seconded by Commissioner McDonald.

The motion passed unanimously by a roll call vote of 5-0 (Commissioner Ireland absent).

**3b. 812 E Speedway Boulevard, SD-0624-00061**

New construction.

Courtesy Review/West University Historic Preservation Zone  
Contributing Resource/Rehabilitation Standards

Staff Brown presented background on the project and read into the record the summary of the WUHZAB discussion from the meeting of July 16, 2024. Main comments from WUHZAB were that the mass of the building behind the existing

bungalows is making the historic bungalows look fake or even silly. No real attempt has been made to consider making them look like part of the design. Also, there was a discussion on window material. Drawing indicated vinyl but presented said fiberglass was being considered. Material and rationale for its suitability should be discussed in formal review.

Noel Griemsmann, Brad Bane, Joseph Villasenor, and Roger Brevoort on behalf of Capstone Communities provided an overview of the project, clarified points, and answered questions during the presentation.

Discussion was held. No action was taken.

**3c. 1030 N Euclid Avenue, TC-DMO-0624-00121**

Demolition of rear addition.

Full Review/West University Historic Preservation Zone  
Contributing Resource/Rehabilitation Standards

Staff Brown presented background on the project and read into the record the action taken by WUHZAB from the meeting of July 16, 2024. WUHZAB voted 6-0 to recommend approval as presented.

Noel Griemsmann, on behalf of Capstone Communities provided an overview of the project, clarified points, and answered questions during the presentation.

Discussion was held. Action was taken.

**Motion:** Commissioner Riojas moved to recommend approval of the demolition as presented.

The motion was seconded by Commissioner Mulder.

The motion passed unanimously by a roll call vote of 5-0. (Commissioner Ireland absent)

**4. Update on ADU Code Amendment**

**4a. Discussion on upcoming changes to local regulations for Accessory Dwelling Units (ADUs) based on House Bill (HB) 2720**

Dan Bursuck, Planning Administrator provided updates and summarized proposed amendments to the City's Unified Development Code, related to Accessory Dwelling Unit (ADU) regulations, to comply with HB 2720 requirements. Staff provided a comparison with current ADU regulations in Tucson. Staff noted that historic review would still be required for any ADU proposed within a Historic Preservation Zone (HPZ) or historic landmark, with some minor limitations. The ADU cannot be required to match the exterior design, roof pitch, or finishing materials of the primary single-family dwelling. HPZ design standards still apply.

**5. Public and Institutional Use in a Development Zone Discussion**

**5a. Discussion on the Use of Public and Institutional buildings as Comparative Properties in Development Zones**

Given that all PRS members were not present, the consensus was to not discuss it at a meeting without all members present and to keep this item on the agenda for further discussion with PRS and staff.

No action was taken.

**6. Task Force on Inclusivity Report Recommendations**

**6a. Discussion on Best Practices for Naming of City- and County-Owned Physical Assets**

No report was given.

**7. Current Issues for Information/Discussion**

**7a. Minor Reviews**

Staff Taku summarized pending reviews: 502 E. 4<sup>th</sup> Street-door replacement [WU]; 826 N. 7<sup>th</sup> Ave-fence/gate [WU]; 345 S. 4<sup>th</sup> Ave-solar [AP]; 5396 E. Francisco Loop-solar [FL]; 130 E Congress Street-sign [RNA] and 82 S. Stone Avenue-sign [RNA].

Staff will request availability. Staff advised that 350 S. Convent for a door replacement (Barrio Historico) has been changed from minor to full review at the request of the applicant.

**7b. Appeals**

Staff Taku noted no pending appeal(s).

**7c. Zoning Violations**

Staff Taku noted that there are ongoing and pending cases being worked on for compliance and/or in the review process, and that staff are working with their zoning violation code enforcement liaison. Staff noted that there are violation cases being worked on that eventually will be reviewed by PRS.

**7d. Review Process Issues**

PRS requested that all Zoning Violation (ZV) cases to be indicated on the agenda.

Staff should propose courtesy reviews to applicants on ZV cases prior to formal submission of plans for review.

**8. Summary of Public Comments (Information Only)**

No public comment was received by the posted deadline.

**9. Future Agenda Items for Upcoming Meetings**

The next scheduled meeting is August 8, 2024. Staff Brown indicated as follows: IID case at 305 N. 4<sup>th</sup> Ave and one case in Fort Lowell. PRS quorum was verified and confirmed for the next meeting.

**10. Adjournment**

The meeting was adjourned at 3:31 P.M.