



West University Historic Zone Advisory Board
Tuesday, November 12, 2024, at 6:00PM
Virtual Meeting
Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Meeting Opened 6:01 pm

Board Members Attending: McDonnell, Spetnagle, Glock, Serra, Turner (joined at 6:05), and Stoner

Guests: Michael Taku, Maria Gayosso, Herb Stratford, and Luis Valadez.

**2. Ratification of Item 4a “SD-0924-00095, 911 N 6th Avenue” from October 15, 2024: Vote of un-agendized item took place resulting in Open Meeting Law violation.
Ratification of Item 4a (SD-0924-00095) from October 15 WUHZAB meeting.**

Chairman: [“Item 2 on the Agenda is Ratification of Legal Action taken on October 15, 2024, during Item 4a ‘SD-0924-00095, 911 N 6th Avenue’.](#)

[There was a motion and vote erroneously taken during the SD-0924-00095, 911 N 6th Avenue at the October 15th meeting. That vote must now be ratified by the Board to comply with the Open Meeting Law.](#)

[May I have a motion to ratify the motion and vote from May 15 to recommend approval as presented except that the windows be clad wood and downspout be metal?”](#)

Glock moves to recommend approval as presented except that the windows be clad wood and the downspout be metal. Turner seconds.

The motion passes by a roll call vote of 6-0.

Ratification of Item 4b “SD-0624-00061/TD-DEV-0324-00107, 812 E Speedway Boulevard” from October 15, 2024: Vote of un-agendized item took place resulting in Open Meeting Law violation.

Chairman: [“Item 2 on the Agenda is Ratification of Legal Action taken on October 15, 2024, during Item 4b “SD-0624-00061/TD-DEV-0324-00107, 812 E Speedway Blvd”.](#)

There was a motion and vote erroneously taken during the SD-0624-00061/TD-DEV-0324-00107, 812 E Speedway Blvd at the October 15th meeting. That vote must now be ratified by the Board to comply with the Open Meeting Law.

May I have a motion to ratify the motion and vote from October 15 to recommend approval as presented?”

Glock moves to recommend approval as presented. Turner seconds.

The motion passes by a roll call vote of 6-0.

3. Review and Approval of Legal Action Report/Minutes of October 15, 2024.
Approval of LAR – October 15th, 2024

Glock motions to approve as submitted. Serra seconds. Approved by roll call vote 6-0.

Review and Approval of Legal Action Report/Minutes September 17th, 2024.

Glock motions to approve as submitted. Serra seconds. Approved by roll call vote 6-0.

4. Call to Audience

There was no call to the audience and no public comments received by staff.

5. Reviews

- a. SD-1024-00103/TC-RES-0924-05147, 308 E 2nd St**
Construction of a new pool.

Herb Stratford presenting. Addition of pool and associated equipment.

Glock motions to recommend approval as presented. Turner seconds. Motion passes by roll call vote 6-0.

- b. SD-0724-00070/TC-RES-1223-10167, 707 E 1st St (Code Violation)**

Replaced drywall, new siding at back end of house, remove/replaced new windows, replaced door, new wrought iron door on the back end of house, back wooded stairs replaced with cement stairs and slab for water heater and proposed enclosure.

Luis Valadez presenting. Described the replacement of 3 windows, addition of 2 security screen doors, 1 entry door on rear of home, and concrete stair and landing. Windows and door are wood and form-factor replacements for original. Documentation for door is not in the package.

Glock moves for recommend approval of 3 windows, front and rear security doors, concrete landing and stairs, and new door, all as presented. Door documentation needs to be added to the package prior to PRS review.

Turner seconds. Motion passes by a roll vote of 6-0.

6. WUHZAB Design Guidelines PRS Scheduling Next Steps.

Staff Taku will work to get guidelines on the PRS agenda for review. Likely this will be in January. There was much discussion on the process, but the next step is PRS review.

7. Staff Updates

Staff Taku informed the board that the HPO position is open, and applications are being accepted. Board encouraged to spread word to anyone interested.

8. Future Agenda Items

There will be a meeting in December. Likely there will also be some minor reviews. One upcoming on-site minor review will be 717 N 7th Avenue for stuccoed over brick against the board's recommendation. There was discussion amongst the board about the concerns of taking such action and the likelihood the original brick being damaged. As of now, the building permit has not been approved. There is significant concern from the board about the precedent possibly being set by an applicant getting away with ignoring conditions stated in the director's approval letter. Also, 945 N 5th Avenue for solar panels. Staff Taku will call for availability.

9. Adjournment

Meeting adjourned at 7:29 pm.

-Rick McDonnell (Acting Secretary)