

2025

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

LEGAL ACTION REPORT/Minutes

Thursday, April 24, 2025

This was a virtual meeting. The meeting was accessible at the link provided 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 1:16 P.M., and per roll call, a quorum was established.

Commissioners Present (all virtual): Teresita Majewski (Chair), Andrew Christopher, Savannah McDonald, and Joel Ireland.

Commissioners Absent: None.

Applicants/Public Present (all virtual): Mary Lou Fragomeni-Nuttall, Elaine Hill, and Daniel Hill (all current or previous FLHZAB members).

Staff Present: Michael Taku and Desiree Aranda (City of Tucson [COT], Planning and Development Services Department [PDSD]); Scott O'Mack (Pima County Conservation Lands and Resources); Matt Smith (Pima County Parks and Recreation Department); and Alexa Johnson, Rene Arrieta, and Emilie Fisher (COT Housing & Community Development Department).

2. Review and approval of 04/10/2025 Legal Action Report (LAR) and Meeting.

Motion: Commissioner Ireland moved to approve the Legal Action Report/Minutes for the meeting of 04/10/2025 as submitted.

The motion was seconded by Commissioner McDonald.

The motion passed unanimously by a roll call vote of 4-0.

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. TP-PRE-0325-00044, 4502 N 1st Avenue

Courtesy Review/National Register- Individually Listed (1986); Rillito Racetrack Historic District (2012).

Pima County Parks and Recreation Department proposes to replace all existing rail and fencing on the main oval and chute at the Rillito Racetrack with a modern, HISA-approved rail made of PVC to meet current international industry standards. All existing track railing and footings will be removed and metal components recycled. The new PVC railing system will follow the existing rail layout and include four slip rails as access points.

Staff Taku presented background on the project noting that as a Courtesy Review, no action is required from PRS. Pima County requested to present an informational presentation and receive feedback as part of a funding requirement.

Scott O'Mack from Pima County Conservation Lands and Resources and Matt Smith from Pima County Parks and Recreation Department provided an overview of the project, clarified points, and answered questions during the presentation.

Discussion was held. PRS supported the proposal and concurred that no adverse effects to the district will occur as a result of the project, particularly because fencing and railing are reversible. No action was taken.

3b. TP-PRE-0125-00004, 49 N Melrose Avenue.

Courtesy Review/Menlo Park National Register/CDBG. Contributing Resource/Rehabilitation Standards.

The project consists of rehabilitation work at a single-family residence. The work includes replacing the existing roof and related items, water heater, electrical hazards, and minor water repair damage inside the unit. The proposed rehabilitation work will not change the historical significance or character of the property.

Staff Taku presented background on the project noting the referenced household was being considered for HUD grant-funded home improvements. As a Courtesy Review, no action was required from PRS.

Rene Arrieta, Housing & Community Development Department, provided an overview of the project, clarified points, and answered questions during the presentation.

Discussion was held. PRS supports the proposal and concurs that there will be no adverse effect of the proposal on the district. No action was taken.

3c. Fort Lowell Historic Preservation Zone Design Guidelines [FLHPZDG] Discussion Part 2/Possible Action

Review of the proposed revisions to the FLHPZDG. Fort Lowell Historic Preservation Zone.

Staff presented this project as a continuation of the review from the 04-10-2025 meeting. Three current and/or previous members of the FLHZAB were present: Mary Lou Fragomeni-Nuttall, Elaine Hill, and Daniel Hill. Elaine Hill led the discussion and took notes. Daniel Hill discussed the landscaping features. Discussion was held. PRS requested the Development Zone (DZ) section be reviewed by staff, as the draft guidelines implied that the Advisory Board determines the DZ, but the Unified Development Code requires staff to determine the DZ. Some statements were specifically asked to be removed, including a portion of the following statement on page 7: “Within the Fort Lowell Historic Preservation Zone, new construction, alterations, or additions to a Contributing-non-historic or Non-contributing structure shall reflect the architectural style of”. The word “reflect” was considered the issue. Instead, PRS recommended “compatible with.”

Next review will start from Section 7.2. FLHZAB representatives took notes on PRS members’ comments for incorporation and will return at a future meeting to complete PRS review. No action was taken.

4. Task Force on Inclusivity Report Recommendations

4a. Discussion on Best Practices for Naming of City- and County-Owned Physical Assets

No update.

5. Current Issues for Information/Discussion

5a. Minor Reviews

Staff Taku summarized the conducted minor reviews: 515 E. 1st Street – roof and 648 N. 4th Avenue – Sign (both in the West University Historic Preservation Zone) and 30 N. Church Avenue- the Fox Theatre Painting in Downtown.

Commissioners Ireland and Christopher volunteered and assisted with these on-site reviews.

Staff summarized pending reviews: 320 E. Speedway – Fence; 419 S. 5th Avenue – roof/EV Charger; 460 S. 5th Avenue – Fence; 822 S. 5th Avenue – solar (Armory Park Historic Preservation Zone); and 479 S. Convent Avenue – roof; 136 W. Simpson Street - solar; 618 S. Main Avenue – Gutters (Barrio Historico Historic Preservation Zone); 848 N. 3rd Avenue – Roof and 29 E. 2nd Street – solar (West University); 5621 E. Fort Lowell Road – solar (Fort Lowell).

Commissioners Ireland and Christopher volunteered to assist with these reviews.

5b. Appeals

Staff Taku noted no pending appeal(s).

5c. 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.

5d. Review Process Issues

PRS asked about the process for reclassifying properties' contributing/non-contributing status within the HPZ. This inquiry was triggered by recent cases in West University [stucco] and Armory Park [demolition]. Staff Aranda explained that there is not a clear process in our code for making status changes. In both cases brought up during the meeting, applicants sent documentation to SHPO, who concurred that the resources are non-contributing and forwarded each respective case to the Keeper of the National Register of Historic Places for final determination. Staff is awaiting results from the Keeper to start the review process. Additionally, staff will give an informational presentation to PRS in the future to clarify the process of contributing status changes with HPZs.

6. Summary of Public Comments (Information Only)

No public comments were received by the posted deadline.

7. Future Agenda Items for Upcoming Meetings

The next meeting scheduled is May 08, 2025. Staff Taku indicated that the following cases are scheduled for the agenda: 130 S. Scott Avenue – Children’s Museum (Renovations); 701 W. Congress Street (Courtesy-Congress Street Apartments); FLHPZDG – Continued; and 410 E. 22nd Street)Santa Rita Park-Capital Improvements Project).

[Note: Commissioner McDonald left the meeting at 3:22 P.M.]

The quorum for 4/24/2025 will include Chair Majewski and Commissioners Christopher, McDonald, and Ireland.

8. Adjournment

The meeting was adjourned at 3:24 P.M.