



Fort Lowell Historic Zone Advisory Board
Monday, December 1, 2025, at 5:30 PM
San Pedro Chapel, Turner Building
Hybrid Meeting (In-person and Zoom)

Legal Action Report/Meeting Minutes

1. Call to Order/Roll Call

Meeting called to order at **5:32 p.m.** by Co-Chair Fragomeni. Roll call completed and quorum confirmed.

Members present:

Mary Lou Fragomeni, Co-Chair

Briggs Clinco

Margo Sackheim

Dan Hill (arrived at 5:34 pm)

Members absent: David Pietz, Co-Chair

City Staff present: Desiree Aranda and Jason Lilienthal (PDSD)

Guest(s) present: Elaine Hill

2. Review and approval of 10/27/2025 Draft Legal Action Report (LAR)/Meeting Minutes Action

Sackheim motioned to accept the LAR/Meeting Minutes with one revision: to correct the spelling of Fragomeni. Clinco seconded.

No discussion.

Motion passed 3-0 (Pietz absent).

3. Call to the Audience

None.

4. Minor Reviews

Discussion

a. Scheduling of minor reviews

- i. Staff Lilienthal provided updates on possible upcoming minor reviews.

b. Recent Minor Review Cases

- i. Staff noted that Minor review of 5440 E Presidio Rd is still ongoing as information is missing.
- ii. Discussion on 5425 E Fort Lowell Rd for solar devices, landscaping, fencing, walls, and pergola. Member Clinco raised the point that if there are number of minor alterations at one site that, per code, should be considered a full review.
- iii. Discussion of previously approved Minor review of a solar device installation at 5621 E Fort Lowell Rd. Clinco stated that installation did not conform to approval criteria.

5. Staff Updates and Future Agenda Items

Information Only

- FLHZAB will reschedule regular Dec. 22nd meeting to an earlier date to meet quorum.

6. Fort Lowell HZAB Design Review Guidelines

Discussion

- HPO Aranda stated that staff review of the draft guidelines is completed. There was discussion of some of the comments and next steps.
- Staff Lilienthal shared examples of design guidelines to inform how Fort Lowell's guidelines could be reformatted in the future.

7. Adjournment

Meeting adjourned at 6:24pm.