



Fort Lowell Historic Zone Advisory Board  
Monday, April 28, 2025, at 5:30 PM  
San Pedro Chapel, Turner Building  
Hybrid Meeting (In-person and Zoom)

Meeting Minutes/ Legal Action Report

### 1. Call to Order/ Roll Call

Members present:

Mary Lou Fragomeni, Co-Chair

David Pietz, Co-Chair

Dan Hill

Margo Sackheim (Virtual)

City Staff present: Dan Bursuck, Desiree Aranda (PDSD).

Guest(s) present: Elaine Hill, Tom Allin

Meeting called to order at 5:30 PM by Co-Chair Mary Lou Fragomeni. Roll call completed and quorum confirmed.

### 2. Review and Approval of March 24, 2025, Draft Legal Action Report and Meeting Minutes

No Action Taken:

Minutes were not posted and will be reviewed during the next meeting.

### 3. Discussion of Procedures for Minor and Courtesy Reviews

Summary:

Staff Aranda distributed printouts from the City of Tucson Unified Development Code (UDC) that explain the difference between Minor and Full Reviews. She reviewed the items requiring Full HPZ Review and those requiring only Minor Reviews. Discussion was held and questions were asked. Chair Fragomeni asked what the process is to make changes. Staff Bursuck explained that any changes to code require Mayor & Council initiation and eventual approval. Staff Aranda shared that PSDS is in the process of developing materials to provide guidance to applicants. Advisory board members requested that staff provide training to the advisory board. There was discussion about Courtesy Reviews; Staff Bursuck explained that applicants will need to apply for a pre-application meeting in TDC Online and upload documents; no fees are required for Courtesy Reviews.

#### 4. Discussion of Landscaping Practices in Ft. Lowell and Considerations for Minor and Courtesy Reviews

##### Summary:

Staff Aranda provided an overview of UDC requirements for review of landscaping improvements within Historic Preservation Zones. There was discussion about the UDC requirements for landscaping and the guidance included in the Fort Lowell Design Guidelines.

#### 5. Update on Mesquite Bosque

##### Summary:

Representatives of the FLHZAB met with the HOA to discuss conservation and maintenance of the Mesquite Bosque. Points of discussion included: the need to conserve the landscape, trying to get the area listed as a cultural landscape on the National Register of Historic Places, water rights to ensure watering of the trees. Member Hill gave an update on a recent Tucson Pima County Historical Commission, Historic Landscapes Subcommittee (HLS) meeting. Staff Bursuck shared information about conservation easements on the Mesquite Bosque.

#### 6. Nomination of New Members

There are two candidates being vetted. Chair Fragomeni emphasized the importance of candidates attending advisory board meetings prior to joining the board; doing so can provide opportunities for learning.

#### 7. Call to the Audience

Tom Allin, a resident and owner of property within the Fort Lowell HPZ, brought up a stop work order that the City issued on his property. He asked for a meeting with staff. Staff Aranda and Bursuck offered to meet with Mr. Allin.

#### 8. Staff Updates and Future Agenda Items – Information Only

Future agenda items include feedback from Mr. Allin, the Fort Lowell Design Guidelines, revisiting the topic of landscaping in the HPZ, and new advisory board members.

#### 8. Adjournment

Meeting adjourned at approximately 6:30 PM.