



Fort Lowell Historic Zone Advisory Board
Monday, January 27, 2025, at 5:30 PM
Hybrid Meeting

Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Members present: David Pietz (Co-Chair), Briggs Clinco, Dan Hill, and Margo Sackheim (virtual).

City Staff present: Daniel Bursuck (PDSD).

Guests present: Elaine Hill.

A quorum was established, and the meeting was called to order at 5:30PM.

2. Approval of Minutes/LAR – January 6, 2025

Motion: Approve the January 6, 2025, Draft Legal Action Report (LAR) and Meeting Minutes.

Moved by: Briggs Clinco

Seconded by: Dan Hill

Vote: Unanimously approved (4-0)

3. FLHZAB Design Guidelines and Technical Standards Manual Update

- The board reviewed updates to the Fort Lowell Historic Zone Design Guidelines and Technical Standards Manual.
- Discussion included language clarifications, numbering of procedural steps, and adding illustrative graphics for window styles.
- Notable changes:
 - Clarification on landscape review policies.
 - Request for formal determination on Development Zone Definitions from the Zoning Administrator.
 - Striking controversial sections to ensure timely approval while planning further amendments.

Motion: Approve Draft 6 of the Design Guidelines and Technical Standards Manual with agreed-upon modifications.

Moved by: David Pietz

Seconded by: Margo Sackheim

Vote: Unanimously approved (4-0)

4. Call to the Audience

- A prospective homebuyer, Kay, raised concerns about purchasing a historic property at 5301 E. Fort Lowell Rd due to unresolved Historic Preservation Zone (HPZ) non-compliance issues.
- The Tucson Historic Preservation Foundation submitted a complaint regarding unauthorized changes to windows, a bathroom window alteration, and inappropriate exterior finish materials (use of concrete instead of lime-based stucco).
- The City of Tucson PDSD confirmed that an investigation is underway, including inspector site visits and owner communication.
- Board members expressed frustration over a lack of enforcement and follow-through on preservation conditions, with some citing concerns about the board's role being disregarded.

5. Future Agenda Items – Information Only

- A subcommittee was formed to draft a letter to Council Member Paul Cunningham regarding:
 - Accountability & Enforcement Issues on non-compliant historic renovations.
 - Clarifications on HPZ Landscape Review Policies to ensure landscape modifications follow historic guidelines.
 - Development Zone Definition Concerns for a formal zoning determination.
- The next meeting will review the letter drafts before submission.

6. Adjournment

The meeting was adjourned at 7:34 PM.