



**Armory Park Historic Zone Advisory Board LEGAL
ACTION REPORT/MEETING MINUTES
Tuesday, February 17, 2026
Virtual Meeting**

1. Call to Order/Roll Call

Meeting was called to order at 6:31 p.m.

Board Members in attendance (all virtual): Stephen Grede (Chair), Stan Schuman (Vice Chair, 6:38 pm) Maurice Roberts, Lynda Southerland, Matt Smith, Marth McClements, and John Burr.

Board Members Absent/Excused: None.

Staff in attendance (all virtual): Michael Taku (Planning and Development Services Department [PDSD]).

Guests in attendance (all virtual): Myles Pena [Western Office Architecture], Sofia Rower [Property Owner, 720 S 3rd Avenue], Wally Gasser [WG Gasser Designs], and Jan Mulder.

2. Review and approval of Legal Action Report (LAR) and Meeting Minutes for 12/16/2025

Motion: Mr. Roberts moved to approve the LAR/Minutes for 12/16/2025 as submitted.

Mr. Burr seconded the motion.

Motion passed unanimously by roll call vote (6-0, Stan Schuman absent).

3. Call to the Audience

No comments were received prior to the meeting.

4. Reviews

- a. **SD-1225-00196/TC-RES-1025-049779
726 S Bean Avenue (Parcel # 11707261B)**

Action

The proposed project is construction of two (2) duplexes (Building A and Building B) on a vacant lot. The current design was presented as a courtesy under activity number TP-PRE-0525-00095 to APHZAB on June 17, 2025. The applicant is also seeking waiver for setbacks on the north, south and east sides of the property.

Full Review

Contributing Resource/Rehabilitation Standards

Staff Contact: Michael Taku, Historic Preservation Lead Planner

Staff Taku introduced and summarized the project. Walter Gasser from WG Gasser Designs presented the project. Questions were asked and points clarified.

Discussion was held. Action was taken.

Motion: Mr. Burr moved to recommend continuation of the project for the applicant to return for future review to address the following:

- Increase the west setback to about 6'.
- Details and specifications discussed during review including but not limited to:
 - Landscaping requirements of Middle-Income Housing
 - No sliders permitted according to the Design Guidelines
 - Windows should match the rhythm-2 over 2 or 1 over 1
 - Numbers on plan do not align with windows schedules
 - Downspouts inside walls vs outside scuppers
 - Show light fixtures on elevations to be historically compatible
 - Concerns on rammed earth proposal on two story in Armory Park-show documentation and/Engineering report supporting the height load
 - Preference for stucco walls
 - Parking calculations to be shown on the plan
 - Window types-single or double hung, casement or combination of all
 - Fence design to be more defined and with posts added for support

Mr. Roberts seconded the motion.

No discussion.

The motion passed unanimously by a 7-0 vote.

b. TP-PRE-1125-00242

Courtesy

720 S 3rd Avenue (Parcel # 11707234A)

The project is an informational presentation for feedback on a proposed 801 SF Accessory Dwelling Unit (ADU). The proposed design is a simple gable roof with exposed rafter tails. The structure is to be wood framed and clad in white stucco. Wood windows and doors and a grey standing seam metal roof are proposed.

Courtesy Review/Armory Park HPZ

Contributing and Non-contributing Resources/Rehabilitation Standards

Staff Contact: Staff Contact: Michael Taku, Historic Preservation Lead Planner

Staff Taku introduced and summarized an overview of the project. Architect Zachary Pena from Western Office Architecture presented the project.

Members of the APHZAB offered the following comments:

- The design presented is an improvement from previous designs proposed at this address on July 15, 2025-(TP-PRE-0625-00113).

- In prior review, the board noted that the proposed standing seam roof doesn't match the main house; applicant to consider using roof shingles.
- Note the building height of ADU and the main contributing structure building heights on the drawing. Per UDC, for proposed gable roof, building heights in HPZ [UDC6.4.4. A.1 and TSM 9-02.3.2] is the vertical distance measured between the highest part of a structure and the finished grade at the midpoint of the front facade of the principal structure, excluding chimneys, mechanical equipment, church spires, belfries, towers, and other miscellaneous additions.
- The fixed windows on the East and West facades are now visible from the street; AP HPZ Design Guidelines discourage fixed windows
- Discussed windows on the south being clerestory, not permitted according to the Design Guidelines; consider larger windows with horizontal coverings on the south side.
- Prefer square windows over showers and double hung windows in general
- Discussed the replacement of approved 6' fence on the south and to consider another 6' fence.
- Possible landscaping and water harvesting options discussed
- More information is needed about window sizes, style and proportions; provide window schedule in your submittal.
- On-site parking spots should be shown on the plan.
- Recommend that roof type be the same as that of the main house.
- Distinguish the stucco on the ADU from the stucco on the main building.
- Railroad Avenue is not an alley; it is a minor avenue.

No action taken.

5. Minor Reviews

Staff and Vice Chair Schuman reported on recent minor reviews at 350 E 15th Street and 431 S 5th Avenue.

6. Call to the Board

Discussion

- Mr. Burr informed about new Legislation on Code Amendment that could potentially affect how HPZ operates. He advised that Jan Mulder will be appointed by Mayor and Council as a Special Qualification Member of the board. Based on that, he suggested an item in March to be election of Board Officers.
- Mr. Shuman inquired about who to call when streetlights are out. Call 311 to report.
- The board supports the use of Executive Staff Summary as a useful improvement.

7. Staff Updates and Future Agenda Items - Information Only

- Future agenda item: 212 E 17th Street-attached garage (continued) and pending revised plans to be submitted for the unpermitted rear porch. The Baffert outdoor patio was previously presented as a courtesy to the board.
- Staff Taku will be out of the office and will not facilitate March and April 2026 meetings.
- Advisory Boards Training is being planned for March 2026.

- Historic Preservation Office is continuing to work on process improvements. Staff requested feedback from the board on the “Executive Summary” and any ideas related to process improvement.
- Staff congratulated the newly appointed board members.

8. Adjournment

The meeting was adjourned at 9:08 p.m.