



West University Historic Zone Advisory Board
Tuesday, April 19, 2022, at 6:00PM
Virtual Meeting
Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Meeting Opened 6:05 pm

Meeting Secretary: McDonnell acting for Hazelbaker

Board Members Attending: Besenick-Larson, Birkinbine, Fajardo, McDonnell, Serra, and Turner

Guests: Jodie Brown (only for the beginning), Michael Taku, Matt Conley, Andy Pongratz, Andrea Pongratz, Doug Hawking

2. Approval of Minutes – March 15, 2022

Motion approved 5-0 by roll call. 1 vote abstained as member was not present at March meeting.

3. Call to Audience

None.

4. Reviews

Items were heard out of order.

a. HPZ 22-006, 903 N 5th Avenue-continued (T21CM09660)

Construction of an addition, renovation of single-family house, addition of outside deck and new ramada

Full Review/Contributing Resource

Andy Ponzgratz and Matt Conley presented.

- Three points to this presentation, which is a continuation of previous meeting: Addition to the main house, north and south ramadas, and a porch on the north side of the main house.
- Rachel requested that the windows on the addition be lowered to correspond to the addition's floor.
- Given the height of the north ramada (10'), the location may not be consistent with the allowed setbacks and the board suggestion that an exception be requested.
- Window options were presented, and the board favored the Jeld Wen double hung wood windows.
- Turner noted that the knee braces on the south ramada were not appropriate and suggested they be removed.
- Board noted that call outs for the exterior doors and new windows were missing and asked that they be added to the drawings.

- Board determined that if the Chair reviewed the updated drawings, the applicant did not need to come back before the board.

Motion was made by Serra and seconded by Turner and approved 6-0 to accept the addition to main house (A6.1 Exterior Elevations REV (5)) with the following changes:

- Step down the addition windows to correspond to the floor height of the new room(s).
- Call out the door and window materials. Board approved use of the Jeld-Wen double hung wood windows that were presented.
- Remove the knee braces on the south ramada to match original.
- North patio was approved as presented.
- Also, Ramada approved as presented (separate sheet) with the suggestion that setback exception be sited/requested.
- Approval pending final review by the Chair.

b. HPZ 22-024, 615 E 5th Street (T21CM02105)

Construction of a rear porch.

Full Review/Contributing Resource

The project was present by Doug Hawkins.

- Existing contributing structure has a dilapidated rear addition that will be demolished. Drawing was presented in which the demo was approved in 2003. Same drawing also showed an approved addition to the south side of the main house which is no longer proposed.
- Applicant presented drawing of a proposed rear screened porch with a footprint much smaller than the existing (to be demolished) addition.
- There was much discussion by the board about the choice of materials (to include polycarbonate roof) and the rhythm of the addition. No inconsistencies with the HPZ guidelines were noted.
- There was also some discussion as to whether this was a courtesy review (as suggested in the agenda) or a full formal review. Board determined that the presentation was of sufficient detail to warrant a full review.

A motion was made by Fajardo and seconded by Turner to approve the plans as presented. Motion was approved 6-0.

5. Election of Advisory Board Officers

Turner nominated McDonnell as chair for the coming year. Serra seconded. Motion approved 6-0.

Birkinbine nominated Hazelbaker to serve again as secretary. McDonnell seconded. Motion approved 6-0

6. West University Historic Preservation Zone (WUHPZ) Design Guidelines

a. Discussion on revisions to the existing WUHPZ Design Guidelines

McDonnell stated that Jodie could not be present for this discussion and asked for a continuance.

7. Staff Updates—Information Only

None.

8. Future Agenda Items

Some minor reviews for WUHZAB upcoming. Nothing in the pipeline yet for full reviews. McDonnell suggested to Michael that he or Jodie provide a courtesy update to the board members on the status of the city's plans to create a historic review process that stands alone from the existing Tucson/Pima County Historic Commission.

9. Adjournment

Meeting adjourned at 7:48 pm.

Rick McDonnell, Chair / Darci Hazelbaker, Secretary