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Draft Legal Action Report – Meeting Minutes **Design Review Board (DRB)**

Members of the Design Review Board (DRB) held a meeting, which was open to the public on:

Date and Time: Friday, May 20, 2022, 7:30 a.m.

Location: Meeting was held virtually using Microsoft Teams

1. Call to Order / Roll Call	7:32 AM
Rosemary Bright	Present
Susannah Dickinson	Present
Grace Schau	Present
Caryl Clement	Present
Nathan Kappler	Absent
Chris Stebe	Present

A quorum was established.

- 2. Review and Approval of the 4/22/2022 LAR and Meeting Minutes** **Action Taken**
Motion was made by DRB Member Dickinson to approve the LAR and draft minutes of April 22, 2022. Motion was duly seconded by Member Clement. All in favor. Motion passed unanimously by all present.
- 3. Call to the Audience**
One observer, no speakers.
- 4. Case # RNA-DRB-22-06, Activity # [T22SA00208](#)** **Action Taken**
Associated Activity #s [DP22-0008](#), [T21CM08835](#)
New ATM Kiosk
[44 E BROADWAY BL](#), Parcel # [11713227A](#), OCR-2 Zoning
Rio Nuevo Area (RNA) Review

Staff introduced the project, and the applicant presented, providing the following clarifications in response to questions posed by the DRB:

In response to DRB members' questions/comments, the applicant indicated:

- a) There are no ADA parking spaces on site; the current dashed area where the ATM kiosk is proposed is just paved area that is too small for a vehicle to park;
- b) There would be a 1.6-foot setback from the street property line to the base of the ATM kiosk; the canopy would extend beyond that setback and existing sidewalk will be unimpeded;
- c) The projects does not include its own electric feature, instead, the kiosk ties with the adjacent

- property, and a submeter will be installed;
- d) US Bank has had direct conversations with adjacent property owners;
 - e) The adjacent building owner has not been in conversation with the architect directly though the building owners may be in coordination;
 - f) The location of the kiosk was chosen because it was unused space in the parking lot, and the existing gates roll towards the east when it opens;
 - g) More neutral colors that conform with the surrounding area can be explored; the black and white colors specified in the rendering are the colors of the sign;
 - h) LED lighting will be provided under the canopy; and

Motion was made by Member Bright to recommend to the PDSB Director approval, with the following conditions: 1) Colors of kiosk to match colors of adjacent building; 2) Signage on top of kiosk to be removed; and 3) Outdoor lighting fixtures to be accurately shown in the application packet. The motion was duly seconded by Member Dickinson. Motion passed by a voice vote of 5-0. Motion passed unanimously.

5. Staff Announcements

Informational

DRB members discussed the impact of effective landscaping, green infrastructure, and building design in the natural environment, and the need to address any issues early during the review process of development proposals. DRB member Clement indicated she is already discussing the issues with her Ward council office, and will reach out to PDSB's landscape reviewer to understand and provide feedback on the potential revisions to water harvesting requirements.

DRB members also discussed the need to stay within the limited DRB's purview when reviewing zoning applications.

Staff indicated a presentation to the DRB is being organized where staff from PDSB and DTM will inform the DRB of the current landscaping and water harvesting requirements and how reviews are performed. Staff also informed that DRB's purview can be further explored with staff at that time.

Regarding DRB's summer schedule, DRB members indicated they will be open to moving dates to meet quorum and help projects move forward.

6. Adjournment

Meeting adjourned at 8:50 AM.