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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 August 6, 2021, 7:30 a.m.

Location: Meeting was held virtually using Microsoft Teams

- | | |
|-------------------------------------|----------------|
| 1. Call to Order / Roll Call | 7:35 AM |
| Rosemary Bright | Absent |
| Susannah Dickinson | Present |
| Caryl Clement | Present |
| Nathan Kappler | Present |
| Chris Stebe | Absent |

A quorum was established.

- 2. Review and Approval of the 7/9/2021 LAR and Meeting Minutes** **Action Taken**
Motion was made by Chair Kappler to approve the LAR and draft minutes of July 9, 2021. Motion was duly seconded by Member Clement. All in favor. Motion passed 3-0.

- 3. Call to the Audience**
No Speakers

- 1. Case # DRB-RNA-20-01 – Tenant Improvement for Farhang & Medcoff Offices – MODIFICATION REQUEST**
100 S Church Av, Parcel # 117-20-016H
Associated Activity #s: T20SA00145, T20CM02335
OCR-2 Zoning **Action Taken**

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

- 1) Existing windows depicted on the east elevation are not ground floor clerestory windows; they are second floor windows;
- 2) There are no exterior lighting changes proposed;
- 3) Warm white is the base color, with accent gray colors;
- 4) The originally proposed new ground floor windows on east elevation are being proposed to be deleted from the approved design package, so the existing wall would remain, to provide the privacy needed from the street for the ground floor conference room; and
- 5) In lieu of visible activity from the east elevation, could explore installing vegetation on the right-of-way or around the corner by the main entrance.

Motion was made by Member Clement to recommend to the PDSD Director approval, finding the project in compliance with the design standards in UDC Sections 5.12.7.C. and 5.1.7.D, with the following condition: 1) East elevation to be enhanced with the addition of streetscape plantings. The motion was duly seconded by Member Dickinson. Motion passed by a voice vote of 3-0. Motion passed unanimously.

4. Staff Announcements

Informational

Staff informed the Sunshine Mile District was approved by the Mayor and Council on July 7, 2021, directing the applicant and staff to continue conversations with neighborhoods, to be discussed at a continued public hearing on September 9, 2021. Staff also indicated a training session will be organized with DRB members for the review of projects in the Sunshine Mile.

Staff also informed of an upcoming Special Exception for a Tucson Water well that will need DRB review, and clarified the next DRB meeting is scheduled for August 20, 2021.

5. Adjournment

Meeting adjourned at 8:27 AM.