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Legal Action Report – Meeting Minutes

DRAFT - 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 2, 2025, 8:30 AM

Location: Meeting was held virtually using Microsoft Teams

1. Call to Order / Roll Call

8:33 AM

Paige Anthony	Present
Rosemary Bright	Present (8:35 AM)
Caryl Clement	Present
Cade Hayes	Present
Grace Schau	Present
Chris Stebe, Chair	Present

A quorum was established.

2. Review and Approval of 2/7/2025 Draft LAR and Meeting Minutes

Action Taken

The motion was made by DRB Chair Stebe to approve the LAR and draft minutes of February 7, 2025. The motion was duly seconded by DRB member Hayes. All in favor. Motion passed 5–0.

3. Children’s Museum Annex

Activity #: [SD-0125-00005](#)

Associated Activities #: [TC-COM-0524-00963](#)

Address: [130 S SCOTT AV](#)

Parcel #: [117130400](#)

RNA Project

The property owner provided the following clarifications to questions posed by the DRB:

- The ADA improvements at the front entrance were completed prior to DRB review in order to open the building for use. The work was done at the applicant’s own risk.
- Metal planters at the entry were relocated to improve pedestrian flow and avoid creating congestion.
- The existing wall sconces on the front façade are non-functional. They will be retained for character, and a separate dark-sky compliant lighting package will be submitted.
- Full stucco restoration and exterior finish work are scheduled for fall 2025, pending funding availability.
- While no immediate tree planting is planned on the lot, shade coverage from adjacent right-of-way trees exists. Additional trees may be considered in the future.

- f) The building is intended for museum programming and staff offices, with no planned expansion at this time.

Staff provided the following clarifications to the DRB:

- a) When asked why the project had not gone through the Preservation Review Subcommittee (PRS), staff explained that although it is a contributing structure in the Armory Park National Register District, the PRS agenda was full, and the item was brought directly to the DRB to avoid delays.
- b) In response to inquiries about the historic review process, staff confirmed that a minor review had already been completed for asbestos abatement and stucco repairs, including approval for retaining the non-functional light fixtures on the front façade. No additional PRS action was required for this scope.
- c) When the board raised questions about the front planters, staff clarified that the planters are located in the public right-of-way and that any relocation or irrigation modifications will require coordination with the Department of Transportation and Mobility (DTM). Future submittals must include planter location and irrigation information.
- d) Regarding how the shade standard applied to this project, staff confirmed that the 50% shade coverage requirement under the UDC is measured site-wide, not per façade or individual edge. Since the project met that threshold, additional trees could be recommended by the DRB but not required.
- e) When board members asked whether paving or restriping in the parking lot would trigger new code compliance, staff stated that such work would only require a new development package if it exceeded a certain threshold of improvements (typically 25–50%). The current level of site work did not meet that threshold.

Motion was made by DRB Member Bright to recommend approval of the project to the Planning and Development Services Director, finding the project in compliance with the building design standards set forth in UDC Sections 5.12.7.C.1–15 and 5.12.7.D, with the condition that the applicant include functional lighting in the existing locations at the front of the building for safety and security purposes, using fixtures that are in character with the building. The motion was duly seconded by DRB Member Clement. The motion passed by a voice vote of 5-0.

4. Staff Announcements

Informational

Staff noted that the Fox Theatre expansion proposal is expected to submit a demolition permit request soon. If the process is successful with Mayor and Council, the project will return to the DRB for RNA review.

5. Adjournment

Meeting adjourned at 9:30 AM.