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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, August 1, 2025, 8:30 AM

Location: Meeting was held virtually using Microsoft Teams

1. Call to Order / Roll Call

8:33 AM

Paige Anthony	Present – Left at 9:39 AM
Rosemary Bright	Present
Caryl Clement	Present – Arrived 8:41 AM
Cade Hayes	Present
Grace Schau	Absent
Chris Stebe, Chair	Present

A quorum was established.

2. Election of Chair and Vice Chair

Action Taken

Motion was made by DRB Chair Stebe to continue the election of Chair and Vice Chair to a future DRB meeting where all DRB members are present. The motion was duly seconded by DRB member Anthony. All in favor. Motion passed 4–0.

3. Review and Approval of 5/2/2025 Draft LAR and Meeting Minutes

Action Taken

Motion was made by DRB Chair Stebe to approve the 5/2/2025 LAR. The motion was duly seconded by DRB member Anthony. All in favor. Motion passed 4–0.

4. Rialto Parking Shade Structure

Activity #: [TP-PRE-0225-00037](#)

Address: [201 E BROADWAY BL](#), **Parcel #s:** [11706179A](#) and [117061740](#)

OCR-2 Zoning

Rio Nuevo Area (RNA) Review

Study Session

The applicant provided the following clarifications in response to questions posed by the DRB:

- Zoning has not reviewed the proposal;
- Will include in Design Package sheet with colors and materials, aerials photographs, and photographs of existing site and surrounding area;

- c) Also proposing to modify the south elevation of the Rialto Building, replacing existing window with French doors to access proposed parking shade structure; colors and materials to match existing;
- d) Will file two CDRC preapplication presubmittal meetings, one for the shade structure, one for the Rialto Building.

Staff provided the following clarifications to the DRB:

- a) The PRS and the DRB will need to review the proposed modifications to the existing window of the Rialto Building;
- b) Existing openings will need to remain.

The DRB provided the following preliminary feedback:

- a) Return to the DRB once all issues with Zoning and other code reviewers have been addressed.

5. Storefront Modification

Activity #: [SD-0625-00101](#)

Address: [35 N 6th Ave](#), **Parcel #:** [117120200](#)

OCR-2 Zoning

Rio Nuevo Area (RNA) Review

Action Taken

The applicant provided the following clarifications in response to questions posed by the DRB:

- a) The scope is to secure the existing entry door in the middle of the alcove, remove the side windows on the alcove and replace them with doors. The two new doors would open towards the sidewalk; the proposed door openings meet current building code;
- b) The tube steel construction of the storefront will be identical to what is existing; it will be 2x6 tube that will be painted with the same existing colors;
- c) The proposed thresholds are removable; will not go over the glass block details that actually allows light into the basement area;
- d) The door swing still goes into the maneuvering area of the other door and if someone came up with a wheelchair and both doors were open, someone would move one. The door has itself closer on it anyway.
- e) Both doors are requested by the property owner to allow for flexibility for future interior remodels;
- f) Not changing the overall façade;
- g) There is a steel plate that will not be used on the door;
- h) The existing land use will remain;
- i) Existing outdoor lighting will remain, including existing lighting in the alcove;
- j) PRS review is being scheduled.

Staff provided the following clarifications to the DRB:

- a) The Zoning Administrator determined no shade study is required for this project.

Motion was made by DRB member Anthony to approve the proposal as presented. The motion was duly seconded by DRB member Anthony. All in favor. Motion passed 4–0.

6. Staff Announcements

Informational

Staff noted that the Fox Theatre expansion submitted a demolition permit, and the Tucson Pima County Historical Commission's Plans Review Subcommittee (PRS) reviewed the proposal on June 26, 2025 for TC-DMO-0525-00089, 17 N Stone/25 N Stone Ave/27 N Stone Ave, and continued the meeting requesting applicant to return to the PRS with: 1) An economic analysis focused on the proposed use as a pre-function space with retention or preservation of the façade; 2) Historic Preservation Officer to discuss with State Historic Preservation Office the potential for maintaining contributing status if the façade is retained as part of a new building. Second PRS review scheduled for August 14, 2025. If the process is successful with Mayor and Council, the project will return to the DRB for RNA review.

Also, the Zoning Administrator has indicated that, for RNA projects, a shade study is only required for development which proposes to alter the site or the streetscape and which requires a development package submittal.

7. Adjournment

Meeting adjourned at 9:41 AM.