



P.O. Box 27210
Tucson, Arizona 85726-7210
Phone: (520) 791-4213
TDD: (520) 791-2639
Fax: (520) 791-4017

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, September 6, 2024, 7:30 a.m.

Location: Meeting was held virtually using Microsoft Teams

1. Call to Order / Roll Call 7:30 AM

Paige Anthony	Present
Rosemary Bright, Vice Chair	Absent
Caryl Clement	Present
Grace Schau	Present
Chris Stebe, Chair	Present

A quorum was established.

2. Review and Approval of the 8/16/2024 LAR and Meeting Minutes

Action Taken

The motion was made by DRB Member Clement to approve the LAR and draft minutes of August 16, 2024. The motion was duly seconded by DRB Member Schau. All in favor. Motion passed 4-0.

3. Call to the Audience

No speakers present.

4. [SD-0524-00046](#) – Circle K I-10 & Congress

Related Activity # [TD-DEV-0723-00337](#)

[2 N Freeway \(Parcel # \[11619201C\]\(#\)\)](#)

C-3 and I-1 Zoning

RNA Review

Action Taken

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

- Public areas well exceed the 5% requirement, and include the picnic tables with shade canopy on the north side of the building, and bike parking, water fountain and enhanced landscape connection to the El Paso & Southwestern Railroad Greenway on the south side of the site;
- There is a retention basin up in the northern portion of the parcel; have done the drainage perspective calculation and the water harvesting calculation and drainage and water harvesting requirements are being met;

- c) The two existing trees along Congress Street will remain;
- d) Project team generally would rather discourage pedestrians from crossing from the southwest corner of the site through the fuel canopy areas; pedestrians are preferred to come around to the southern sidewalk and then and then “pop up: to the site, where it's safer. At this time there is no proposed railing at the southwest corner of the site to discourage pedestrians from entering the site from that point. There is currently a gap in the landscaping at that corner due to water meter and the proposed air/water station;
- e) Storefront length is less than 50 feet;
- f) Recessed lighting provided in the cast canopy;
- g) There are no historic buildings on site;
- h) TPO white color roofing is proposed, so no heat will be generated to the surrounding areas;
- i) Project is providing 52.3% shade coverage;
- j) Proposed structure brings the contemporary style with a material that mimics the traditional stone; provides a blend of clean line with content, traditional stone, aligning with surrounding development;
- k) The facility will operate 24 hours a day, 7 days a week;
- l) At Congress and I-10 frontage road, there is a traffic controlled intersection with a slip lane yield on that northern side.
- m) Water harvesting areas could be separated at the southwest corner so a flat surface is provided across there; it wouldn't be a problem because water harvesting areas are already pretty shallow and is mostly sheet flow across; could go as far as separating the plants a little bit, but hesitate to put a full like concrete connection, again, just because it's not the movement that we're trying to encourage through the site; some sort of an open railing with design is very possible;
- n) The basin is going to be of the rock that currently exists at the southwest corner;
- o) Currently no improvements on the ROW are being proposed, but could explore with ADOT and DTM the addition of plantings;
- p) Will explore redesign of southwest corner with Circle K's architecture, landscape architecture, safety and security team, to provide for something pleasing as a deterrent for pedestrians, with a minimum of 30 inches height; and
- q) Project meets minimum parking requirements; not looking at this point on negotiating off-site parking for employees; Circle K does not have too many employees working at one time.

Motion was made by DRB 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 1-15 and 5.12.7.D, subject to the following recommendation: 1) An architectural feature, using materials consistent with the main structure on the site, shall be provided along the southwest edge of the site to provide a physical barrier limiting pedestrian-vehicle conflicts in the fueling area, and to enhance the aesthetics of the site. The motion was duly seconded by DRB Member Schau. Motion was passed by a roll call of 4 to 0.

5. Staff Announcements

Informational

For the 9/20/2024 DRB meeting, DRB will be asked to review RNA project BATA restaurant, for their proposed outdoor dining area. Also, the Historic Preservation Officer resigned, so for projects in need of DRB review

where historic preservation review is also required, staff will reach out to external consultants to assist, until a new HPO is hired. Staff will contact the City Clerk's Office to confirm if a motion, second and voting are needed to adjourn a DRB meeting.

6. Adjournment

Meeting adjourned at 9:08 AM.

MG:CA:\PL - Advanced Planning - Documents\Special Districts\DRB – RNA & Other\Agendas-LARS-Summaries-Sign In Sheets\2024\9-6-24 DRB LAR Meeting Minutes.docx