



Fort Lowell Historic Zone Advisory Board
Monday, January 6, 2025, at 5:30 PM
Hybrid Meeting

Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Members present: Mary Lou Fragomeni (Co-Chair) (virtual), David Pietz (Co-Chair) (virtual), Briggs Clinco, and Margo Sackheim (virtual).

City Staff present: Daniel Bursuck (PDSD).

Guests present: Dan Hill and Elaine Hill.

A quorum was established, and the meeting was called to order at 5:30 PM.

2. Approval of Minutes/LAR – September 23, 2024

Motion: To approve the corrected September 23, 2024, meeting minutes.

Moved by: Briggs Clinco

Seconded by: Margo Sackheim

Vote: Motion passed 4-0.

3. Discussion of Road Changes in Fort Lowell Historic District – Information Only

Elaine Hill presented updates on upcoming traffic enhancements in the historic district:

- Improvements include raised crosswalks, speed humps, and a traffic circle aimed at improving pedestrian safety and slowing traffic.
- Specific locations for enhancements include San Pedro Chapel, Post Trader's Store, and nearby areas.
- Concerns regarding maintaining the historic integrity of the road surface and avoiding excessive modernization were noted.
- Implementation is expected to begin within 6-8 weeks.

The board expressed support for the proposed changes and their alignment with the historic character of the district.

4. Call to the Audience

Leslie Kontowitz proposed the installation of an interpretive sign at Fort Lowell Park, highlighting the site's history and its importance within the Santa Cruz Valley National Heritage Area. Key aspects of the proposal included:

The sign would provide historical context, emphasizing themes such as Native American lifeways and the military post's legacy.

Proposed collaboration between FLHZAB, the museum, and other stakeholders to determine design and placement.

Discussion on the optimal location for the sign, with suggestions including the Atkins property and the park's entrance near the commissary.

Board Response: The board expressed unanimous support for the project, emphasizing the need to include multiple historical perspectives and ensure the sign's compatibility with the park's character. David Pietz volunteered to represent the board in further discussions.

5. FLHZAB Design Guidelines and Technical Standards Manual Update Discussion

Elaine Hill and Daniel Bursuck led a detailed discussion on the ongoing updates to the Design Guidelines and Technical Standards Manual. Key discussion points included:

- **Applicability Section:**
 - Outdated code references were removed.
 - "Should" was changed to "is encouraged to" for consultations with the FLHZAB prior to submissions.
 - Clarification provided for demolition requests and landscaping requirements.
- **Courtesy Review Process:**
 - Requests for courtesy reviews require preliminary plan submissions.
 - Courtesy reviews do not require building permits or associated fees.
 - Further clarification of the submittal process was requested.
- **Pools and Structures:**
 - Discussion regarding whether pools should be subject to Historic Preservation Zone (HPZ) review, with clarification that only associated structures (e.g., fences) are currently reviewed.
- **Development Zone Definition:**
 - Conflicts between the Unified Development Code (UDC) definitions and the type of development in the Fort Lowell Historic Preservation Zone were highlighted.

- Requests to seek determinations from the Zoning Administrator regarding private roads, watercourses, and block definitions.
- **Street and Curb Standards:**
 - The discussion was related to the strong encouragement of curbs and sidewalks on Fort Lowell Road as per the Old Fort Lowell Neighborhood Plan.
 - Collaboration with the Department of Transportation and Mobility was encouraged for consistent application of standards.

6. Discussion of Road Changes in Fort Lowell Historic District – Information Only

This item was moved up in the agenda to after Item #2.

7. Call to the Audience

This item was moved up in the agenda to after Item #3.

8. Future Agenda Items – Information Only

None.

9. Adjournment

The meeting was adjourned at 7:15 PM.