



Infill Incentive District – Design Review Committee (IID-DRC)

DRAFT Legal Action Report – Meeting Minutes

Members of the IID-DRC held a meeting, which was open to the public, on:

Wednesday December 20, 2023 at 10:00 AM

Meeting was held virtually using Microsoft Teams

1. Call to Order / Roll Call 10:32 AM

Eric Barrett	Present
John Burr, Vice Chair	Present
Chris Gans, Chair	Present
Robin Shambach	Present
Bill Viner	Absent
Richard Fe Tom, Design Professional	Present

Quorum was established.

Staff Members Present:

María Gayosso, Planning & Development Services
Jodie Brown, Planning & Development Services
Rick Saldate Jr, Planning & Development Services
Samuel Paz, Planning & Development Services
Christina Anaya, Planning & Development Services

2. Approval of the 10/16/2023 Legal Action Report (LAR) and Meeting Minutes Action Taken

Motion was made by IID-DRC Vice Chair Burr to approve the LAR and meeting minutes as presented. Motion was duly seconded by IID-DRC Member Barrett. All in favor. Motion passed by a voice of 5-0.

3. Call to the Audience

No speakers.

4. Case # [SD-1023-00118](#), *Crystal Café & Gallery*

Action Item

Related Activity # [TP-DEV-0923-00396](#)

[847 N Stone Ave](#)

Parcel # [117031120](#)

C-3 zoning, Infill Incentive District (IID), Downtown Links Subdistrict

Action Taken

Staff introduced the project, the Design Professional provided remarks, and the applicant presented the project to the IID-DRC, providing the following clarifications in response to the questions posed by the IID-DRC:

- a) There is a gate and curb cut at the northwest side of the site that will serve the kitchen; grease interceptors will be placed at that location;
- b) The canopy at front has not changed location for the past few years; perhaps it was shortened at the southeast corner.

Staff provided the following clarifications in response to the questions posed by the IID-DRC:

- a) Exposed brick was not originally “stuccoed”; the stucco was applied later and then a previous owner blasted the stucco and paint off; the brick on rear of the building was just painted; it seems the brick is not soft brick; and
- b) A test patch and water repellent treatment would be advisable.

Motion was made by IID-DRC Member Shambach to approve the proposal as presented. Motion was duly seconded by IID-DRC Vice Chair Burr. Motion passed by a voice vote of 5-0.

**5. Amended Mayor and Council Rules and Regulations for
City of Tucson Boards, Committees and Commissions (BCCs)**

Information Only

IID DRC members discussed the updated Rules and Regulations for BCCs. Staff indicated the Clerk’s Office clarified BCCs could continue meeting virtually. IID DRC members informed staff that generally the IID DRC would like to continue meeting virtually, with hybrid or in person meetings at the discretion of the IID DRC Chair.

6. IID-DRC Rules of Procedure

Action

IID DRC members discussed the draft revised rules of procedure proposed by staff and those shared by IID-DRC Vice Chair Burr. Motion was made by IID-DRC Member Shambach to continue discussion of second draft to be prepared by staff, based on feedback received by IID DRC members, at a meeting to be scheduled by staff in late January, early February 2024. Motion was duly seconded by IID-DRC Chair Gans. Motion passed by a voice vote of 5-0.

7. Future Agenda Items

Informational

Staff informed the IID-DRC there are no projects currently preparing to present to the IID DRC, but will schedule the next IID DRC meeting to discuss bylaws right after the holidays.

8. Adjournment

Meeting adjourned at 11:15 AM.