



Design Review Board  
P.O. Box 27210  
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## **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 5, 2025, 8:30 AM**

**Location: Meeting was held virtually using Microsoft Teams**

**1. Call to Order / Roll Call 8:33 AM**

|                 |         |                    |         |
|-----------------|---------|--------------------|---------|
| Paige Anthony   | Present | Cade Hayes         | Present |
| Rosemary Bright | Present | Grace Schau        | Absent  |
| Caryl Clement   | Present | Chris Stebe, Chair | Absent  |

**A quorum was established.**

**2. Election of Chair and Vice Chair**

**Action Taken**

Motion was made by DRB Member Clement 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 Bright. All in favor. Motion passed 4–0.

**3. Review and Approval of 8/1/2025 Draft LAR and Meeting Minutes**

**Action Taken**

Motion was made by DRB Member Anthony to approve the 8/1/2025 LAR. The motion was duly seconded by DRB Member Hayes. All in favor. Motion passed 4–0.

**4. Call to the Audience**

There were no speakers.

**5. [SD-0725-00112](#), Tucson Water Building & Site – New Outdoor Lighting**

**Related Activity #:** [TC-COM-0325-00555](#)

**Address:** [310 W Alameda St](#) (Parcel # [116192320](#))

**[La Entrada PAD-2](#) Zoning**

**Rio Nuevo Area (RNA) Review**

**Action Taken**

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

- Trenching is taking place in the east portion of the parking lot to provide electrical service to the new proposed outdoor lights on the staircase that provides access to/from Main Avenue to the parking lot;
- Each light fixture will be mounted on each of the eight existing columns of the staircase;

- c) No existing vegetation will be affected with the new electric installation;
- d) Two existing pole-mounted light fixtures will be replaced on the north side of the building; and
- e) K-1 lights are mounted directly to the wall.

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

**6. [SD-0725-00113](#), Tucson Water Building – New Shade Canopy on Northeast Second Floor Balcony**

**Related Activity #:** [TC-COM-0625-01203](#)

**Address:** [310 W Alameda St](#) (Parcel # [116192320](#))

[La Entrada PAD-2 Zoning](#)

**Rio Nuevo Area (RNA) Review**

**Action Taken**

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

- a) Precedence photograph included in the Design Package depicts the east façade of the State building, facing Granada Avenue;
- b) Detail on how proposed ramada is attached to the building is part of the construction documents (detail was shown to the DRB);
- c) Proposed ramada is on the north elevation of the building.

Also, staff provided the following clarification:

- a) The Zoning Administrator determined that, for RNA projects, a shade study as specified in the UDC is only required for development which proposes to alter the site or the streetscape and which requires a development package submittal.

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

**7. Staff Announcements**

**Informational**

Staff noted that the Tucson Pima County Historical Commission’s Plans Review Subcommittee (PRS) reviewed the demolition application submitted by the Fox Theater for their proposed expansion on August 14, 2025 for TC-DMO-0525-00089, 17 N Stone/25 N Stone Ave/27 N Stone Ave, and recommended approval to the Mayor and Council. Date of review by the Mayor and Council is still to be determined. If the process is successful with Mayor and Council, the project will return to the DRB for RNA review.

Also, staff informed of early conversations with applicant for the proposed apartments on the whole block across from the TUSD offices, in the Sunshine Mile District, which will require review by the SMD-DRB. Also, an application has been filed for review of a remodel of a Pueblo Vita building on Broadway Boulevard that will required RNA review.

**8. Adjournment**

Meeting adjourned at 9:06 AM.