



Design Review Board  
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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, November 7, 2025, 8:30 AM**

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

#### **1. Call to Order / Roll Call**

**8:31 AM**

Paige Anthony

Present

Rosemary Bright

Present – Stepped out at 10:01 am, returning at 10:02 am; quorum was maintained.

Caryl Clement

Present

Cade Hayes

Present – Left at 10:33 am.

Grace Schau

Present – Stepped out at 9:16, returning at 9:21 am; quorum was maintained.

Chris Stebe, Chair

Present – Arrived at 8:34 am

Daniel Maher

Absent

**A quorum was established.**

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

#### **Action Taken**

The Board agreed to defer the election of Chair and Vice Chair to the end of the meeting to allow all members to be present. Due to time constraints and pending quorum loss, this item was continued to the next scheduled DRB meeting on November 21, 2025. The motion was made by DRB Chair Stebe to table the election to the next meeting. The motion was duly seconded by DRB Vice Chair Bright. All in favor. Motion passed 4-0.

#### **3. Review and Approval of 9/5/2025 Draft LAR and Meeting Minutes**

#### **Action Taken**

The motion was made by DRB Member Hayes to approve the LAR and meeting minutes of September 5, 2025. The motion was duly seconded by DRB Member Clement. All in favor. Motion passed 5-0.

#### **4. Call to the Audience**

There were no speakers.

5. [SD-1025-00157](#) – Awning Replacement

Related Activity #: [TC-COM-0825-01572](#)

Address: [29 W Congress St \(Parcel # 117120360\)](#)

[OCR-2](#) Zoning

Rio Nuevo Area (RNA) Review

Action Taken

Staff introduced the project and informed the Tucson-Pima County Historical Commission's Plans Review Subcommittee (PRS) initially recommended removal of the existing posts; however, Historic Preservation staff later clarified that the PRS accepted the posts as consistent with other examples in the downtown district, provided the patio area remained unenclosed.

**DRB Discussion:**

The Board discussed the role of the DRB relative to PRS recommendations, emphasizing that the DRB's review is independent and limited to RNA design standards. Discussion centered on whether the proposed change from fabric to corrugated metal was appropriate and consistent with the evolving streetscape. Members generally agreed the new awning would better align with nearby improvements at Street Taco and JA Ramen. The DRB also noted the need for down-shielded lighting and for maintaining visibility of the storefront glazing without enclosure.

**Motion:**

Motion was made by DRB Member Clement to approve the project as presented with the following conditions: 1) Addition of outdoor street-level lighting; and 2) Awning structure not to be enclosed. The motion was duly seconded by DRB Vice Chair Bright. All in favor. Motion passed unanimously 6-0.

6. [SD-0625-00098](#), Pueblo Vida – Improvements for Restaurant/Bar

Related Activity #s: [TC-COM-0925-01658](#), [TC-COM-0625-01128](#)

Address: [121 E Broadway Bl \(Parcel # 11706194A\)](#)

[OCR-2](#) Zoning

Rio Nuevo Area (RNA) Review

Action Taken

Staff introduced the project, informing the PRS reviewed the proposal and recommended approval, with the following conditions: 1) Windows 9, 10, and 11 be constructed to emulate the existing single-hung windows with the lower sash being inset from the upper sash; and 2) If structural issues are found during masonry repair, the applicant should consult with the Historic Preservation Office.

Applicant presented the project, outlining compatibility with RNA design standards, focusing on preservation of the existing façade, activation of the Arizona Avenue frontage, and introduction of compatible materials such as patinated metal planters and energy-efficient glazing. and indicated the windows of the east façade will not be operable, but will look like they are operable. Applicant also informed the 3/8" steel plate in the planter is a trim piece on treated steel plate; the planter is regular steel, rusted, to look blackish/rusted. Hanging bike racks are being considered to be installed in the alcove, and still working on placing bike racks on sidewalk.

**DRB Discussion:**

The DRB discussed pedestrian and vehicular interface along Arizona Avenue, lighting at egress doors, and adequacy of planter size for long-term tree health. Members emphasized ensuring lighting consistency and

coordination with the City's Department of Transportation and Mobility (DTM) regarding planter dimensions.

**Motion:**

Motion was made by DRB Chair Stebe to approve the project as presented with the following conditions: 1) The existing lighting fixtures on the south and east façades be upgraded with full down-shielded lighting to provide illumination at egress points and highlight doors; and 2) The applicant to coordinate with the Department of Transportation and Mobility to increase planter sizes for the two trees on the south side of the property to the extent possible and allowable within the right-of-way. The motion was duly seconded by DRB Member Clement. All in favor. Motion passed unanimously 6–0.

7. [TP-ENT-1025-00021](#) – New TEP Vine Substation  
[1602, 1610, 1640, & 1730 N Vine Av](#), Parcel # [12310001K](#)  
R-2 Zoning  
Special Exception Request

**Action Taken**

Due to time constraints and pending quorum loss, this item was continued to the next scheduled DRB meeting on November 21, 2025. The motion was made by DRB Chair Stebe to table the case to the next meeting. The motion was duly seconded by DRB Vice Chair Bright. All in favor. Motion passed 4-0.

8. **Staff Announcements**

Staff announced the Mayor and Council approved the demolition requested by the FOX Theater for their proposed expansion, but no specific dates have been provided yet to staff for submittal of plans for review. Also, staff informed Ascent Tucson, proposed apartments in the Sunshine Mile District, will file for PRS and DRB courtesy review.

9. **Adjournment**

Meeting adjourned at 10:41 a.m.