

2025

Tucson-Pima County Historical Commission (TPCHC)
Plans Review Subcommittee (PRS)

LEGAL ACTION REPORT/Minutes

Thursday, October 9, 2025

This was a virtual meeting. The meeting was accessible at the link provided to allow for participating in-person, virtually, and/or calling in.

Note: A recording of the entire meeting (audio/video) can be accessed at
<https://www.youtube.com/playlist?list=PLUfRGd7RxAUv6rMbrNEurjg1iY8N4ZALR>

1. Call to Order and Roll Call

The meeting was called to order at 1:04 p.m., and per roll call, a quorum was established.

Commissioners Present (all virtual): Teresita Majewski (Chair), Andrew Christopher, Joel Ireland, and Savannah McDonald.

Applicants/Public Present (all virtual): Joseph Maher and Susan Mulholland (MJ Architects, 724 N 2nd Ave), Jeanne Downen (owner/occupant 528 E 4th St), Bob Lanning and Stephen Curti (Lanning Architecture, 437 E. 1st St), Buddy Martin, John Burr (members of the public), and Helen Erickson and J. J. Lamb (TPCHC Commissioners).

Staff Present (all virtual): Kristina Swallow (City Manager's Office), Jasmine Chan and Lara Hamwey (Parks and Recreation), Koren Manning, Dan Bursuck, Desiree Aranda, Michael Taku, Jason Lilienthal, and Jonathan Knighton-Wisor (Planning and Development Services Department).

2. Review and approval of 9/11/2025 and 9/25/2025 Legal Action Reports (LAR) and Meeting Minutes.

Motion: Commissioner McDonald moved to approve the Legal Action Report/Minutes for the meeting of 08/14/2025 as submitted.

The motion was seconded by Commissioner Christopher.

No discussion was held.

Motion passed unanimously by a 4-0 vote.

3. Summary of Public Comments (Information Only)

No public comments were received by the posted deadline.

4. Historic Preservation Zone Review Cases

*UDC Section 5.8/TSM 9-02.0.0/Historic District Design Guidelines/
Revised Secretary of the Interior's Standards and Guidelines*

Items for this meeting were heard out of order: 4a, 4d, 4b, and 4c.

4a. SD-0525-00081/TC-RES-0325-01580, 724 N 2nd Av Parcel #117033630 Action

Full Review/West University HPZ

Contributing Resource/Rehabilitation Standards

Staff Contact: Desiree Aranda, Historic Preservation Officer

Proposed Project: Interior renovation with exterior impact, exterior modifications including new ADA ramp and alterations to porch and windows, new garage.

Staff Aranda provided background on the case, noting that the item had been continued from a previous PRS meeting and that staff had worked on two rounds of review with the applicant. Project architect J. Maher presented the revisions made to the plans. Questions were asked, points were clarified, and action was taken.

Commissioner Ireland left the meeting at 1:41 p.m. and returned at 1:45 p.m.

Motion: Commissioner McDonald moved to recommend approval of the project as presented with the following conditions:

1. The project is to maintain evidence of arched opening on the south elevation by recessing the new infilled wall
2. Match original configuration of the west elevation window with the center mullion

Commissioner Christopher seconded the motion.

No discussion.

Motion passed unanimously by a 4-0 vote.

4d. Discussion of A.D. 1-07-07 and Santa Rita Park Pool & Bathhouse No Action

This item was taken out of order. Assistant City Manager Swallow presented discussed the City's Administrative Directive 1-07-07, *Protection of Archaeological and Historical Resources in City Projects*, in relation to the Historic review process that took place for the Santa Rita Park Pool & Bathhouse. Questions were asked and discussion was held.

4b. SD-0725-00109/TC-RES-0625-02920, 437 E 1st St **Action**
Parcel #117020690

Full Review/West University HPZ
Contributing Resource/Rehabilitation Standards
Staff Contact: Michael Taku, Historic Preservation Lead Planner
Proposed Project: Convert an existing detached garage to an ADU.

Staff Taku provided background on the case. Project architect Bob Lanning presented the project. Questions were asked, points were clarified, and action was taken.

Motion: Commissioner McDonald moved to recommend approval of the project as presented with the following conditions:

1. Waiver at Hoff Avenue for proposed setback of 4'8" is acceptable
2. Previous garage opening to have a control joint where infilled

Commissioner Christopher seconded the motion.

No discussion.

Motion passed unanimously by a 4-0 vote.

4c. SD-0725-00107/TC-RES-0725-03447, 528 E 4th St **Action**
Parcel #117040220

Full Review/West University HPZ
Contributing Resource/Rehabilitation Standards
Staff Contact: Michael Taku, Historic Preservation Lead Planner
Proposed Project: Convert an existing detached garage to an ADU.

Staff Taku provided background on the case. Property owner Jeanne Downen presented the project. Questions were asked, points were clarified, and action was taken.

Motion: Commissioner McDonald moved to recommend approval of the project as presented with the following conditions:

1. Doors and windows to be metal-clad wood
2. Add setback dimensions to the site plan
3. Existing setbacks proposed are acceptable
4. Mechanical equipment to be located on the ground and screened
5. Any future rainwater-harvesting improvements would be subject to a minor review

Commissioner Ireland seconded the motion.

No discussion.

Motion passed unanimously by a 4-0 vote.

5. Summary of Public Comments (Information Only)

5a. Minor Reviews

Staff provided an update on recent minor reviews.

5b. Appeals

No new appeals to report.

5c. Zoning Violations

No new zoning violation updates.

5d. Review Process Issues

Commissioners discussed checklists that might be used in the future to help applicants better prepare for presentations.

6. Future Agenda Items for Upcoming Meetings

Next regular meeting is scheduled for October 23, 2025.

7. Adjournment

The meeting was adjourned at 3:38 P.M.