



West University Historic Zone Advisory Board
Wednesday, February 22, 2023, at 6:00PM
Virtual Meeting
Meeting Minutes/Legal Action Report

1. Call to Order/Roll Call

Meeting Opened at 6:01 pm

Meeting Secretary: Hazelbaker

Board Members Attending: Besenick-Larson, Hazelbaker, McDonnell, Serra and Turner

Guests: Jodie Brown (COT), Gabriel Vargas

2. Approval of Minutes – November 15, 2022

Hazelbaker motioned to approve, Serra Second. Motion approved 4-0 by roll call, Turner abstained.

3. Call to Audience

None

4. Reviews

a. T22CM06466, 502 E University

Fire damage repairs, exterior modifications.

Full Review/Contributing Resource (main house)

Presentation of the project – repair the non-contributing structure due to a fire – the intent is to replace the roof structure, framing and roof, as well as the windows and doors that have been affected by the fire. One alley-way window owner would like to be infilled due to vandalism. Evaporative cooler on the roof is to be removed and the owner will update to a ground mounted system on the North side.

Serra enquired to the design of the W (entry door), McDonnell stated that we would like a raised panel door. For the windows along the West elevation the window style has not been called out in the drawings yet. Turner stated that the board would like to see the windows to comply with the design guidelines – wood or wood-clad are allowed, and for the style we would like to see single hung, double hung or a casement. McDonnell stated that we would like to see a solid core door.

Security doors are allowed; the board prefers the style of the security door to match the period of the home. Doors and windows on the North side – also should comply with the design guidelines.

New Shingle roof material to be an Owens Corning Historic Shingle.

Serra motioned for the project to be continued, so that the Board can get clarification on the materiality and specification of the doors and windows. All elevations of exterior doors (including security) and windows to be drawn up and called out in the drawings to comply with the with the WUZHAB Design Guidelines.

Turner Second. Motion approved unanimously, 5-0

b. SD-1222-00010, 620 N 6th Avenue

Replace 2nd floor balcony railing, relocate front door.
Full Review/Contributing Resource

Presentation of the project – updates to door location and the upper railings, stucco patching and shingle replacement.

Turner stated that the Board is OK with the replacement of the shingles, as well as the stucco repairs. The Board feels that the original location of the doors and windows are important to remain. The Board is not OK with the changing of the window to a door on the West Elevation.

For the new balcony railings and posts, the Board would like to see the replacement of the railing and rail posts match the inventory photo.

Turner motioned to retroactively approve the stucco repair and asphalt shingles. The Board declines the relocation of the front door and the railings on the upper balcony. The Board would like to see the materials being used for the balcony, as well as more detail for the construction of the railing with additional dimensions.

Serra Seconded. Motion approved unanimously 5-0.

5. Staff Updates - Information Only

TDC Online training still happening, you can sign up on the PDSD website.

Separation of the commission is still in a holding pattern.

6. Future Agenda Items

Questions from the Board about future items – Time Market sign and upcoming Guest House.

7. Adjournment

Hazelbaker motioned to adjourn. Seconded by Serra
Motion approved unanimously by roll call. Meeting adjourned at 7:13.

Rick McDonnell, Chair / Darci Hazelbaker, Secretary