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# MEMORANDUM

## PUBLIC WORKS - DEVELOPMENT SERVICES

### Planning Division

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DATE: August 5, 2013

TO: Clerk of the Board

FROM: Sue Morman, Coordinator for Design Review Committee

A handwritten signature in black ink, appearing to be "SM", is written over the name Sue Morman.

RE: Board of Supervisor's Meeting on August 19, 2013

SUBJECT: Agenda Items:

- 2- Design Review Committee Appointments
- 1- Technical Review Committee Appointment

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On behalf of Arlan Colton, Planning Director, I am enclosing a recommendation and request to the Board of Supervisors to consider the re-appointments of Don Laidlaw, Land Planner, and Clave Lilien, Neighborhood Representative for the Community-at-large, to the Design Review Committee.

I also recommend Don Laidlaw to be the Land Planner/Civil Engineer member of the Technical Review Committee. The Technical Review Committee exists per Zoning Code however it has not needed to meet in years.

I would appreciate it if these appointments could be scheduled on the August 19, 2013 Board of Supervisors Agenda.

If you have any questions, feel free to call me at 724-9596.

attachments: 1 original plus 1 electronic transmission of complete packet

cc: Carmine Debonis Jr., Development Services Director  
Arlan Colton, Planning Official  
Chris Poirier, Executive Secretary for the Design Review Committee



# MEMORANDUM

## PUBLIC WORKS-DEVELOPMENT SERVICES PLANNING DIVISION

**DATE:** August 5, 2013

**TO:** C. H. Huckelberry, County Administrator  
130 W. Congress/10<sup>th</sup> Floor

**FROM:** Arlan Colton, Planning Director *mc*

**SUBJECT:** Design Review Committee Appointments  
Technical Review Committee Appointment

*CH*  
*C. H. Huckelberry*  
*8/5/13*

If you concur, please place the following names for re-appointment to the Design Review Committee on the Board of Supervisors Consent Agenda, preferably on the August 19th agenda, under Boards, Commissions, and Committees. The Civil Engineer/Land Planner as well as the Landscape Architect member of the Design Review Committee are appointed members to the Technical Review Committee.

COMMITTEE POSITION	RE-APPOINTMENT	REAPPOINTMENT EXPIRES
Development Services- Sponsoring Organization)		
<b>Land Planner</b>	<b>Don Laidlaw, AICP</b>	<b>04-30-2015</b>
<b>Neighborhood at Large</b>	<b>Clave Lilien</b>	<b>08-19-2016</b>

Note that the Technical Review Committee exists in the Zoning Code to deal with the Grading Ordinance but has not had the need to meet in years.

*Thank you!*

Staff will electronically send the material to the Clerk of the Board upon your concurrence. Please call or email me if you have any questions or comments

Attachments: Board of Supervisors Agenda Package for Clerk of the Board

Cc: Carmine DeBonis, Development Services Director  
Maura Kwiatkowski, Chief Administrative Assistant to Co. Admin. Office  
Chris Poirier, Executive Secretary to the Design Review Committee



# MEMORANDUM

## PUBLIC WORKS - DEVELOPMENT SERVICES,

### Planning Division

201 N. Stone Ave., 2nd Floor

Tucson, Arizona 85701-1207

PHONE: 724-9000

FAX #: 623-5411

**TO:** Honorable Chairman and Members,  
Pima County Board of Supervisors

**FROM:** Arlan Colton, Planning Director

A handwritten signature in dark ink, appearing to be "A. Colton", is written over the name "Arlan Colton" in the "FROM" line.

**DATE:** August 2, 2013

**RE:** Recommendation for Re-appointments to the Design Review Committee (DRC) and to the Technical Review Committee.

Staff recommends **APPROVAL** of the re-appointment of Don Laidlaw, AICP, (Land Planner) to the Design Review Committee and the Technical Review Committee (Grading Ordinance). Staff also recommends **APPROVAL** of the re-appointment of Clave Lilien (Member representing the HOA's and NOA's for the community-at-large) to the DRC. These individuals have expressed a continuing interest and have agreed to serve a second three-year term from their first term's expiration date.

Mr. Laidlaw is a highly respected, professional planner in Tucson whose career spans more than five decades in the public and private sectors. His valuable expertise and years of experience is a great asset on the Design Review and Technical Committees. He understands the purpose, expectations, and requirements necessary to review projects that come before the Design Review and Technical Committees. As a land planner, he is very familiar with the importance of neighborhood consensus building which is important in many DRC cases. Among Mr. Laidlaw's many credentials, he is an AICP (American Institute of Certified Planners) member and holds a master's degree in City Planning from Yale. Mr. Laidlaw has his own planning consultant firm, Laidlaw Consulting LLC.

Mr. Laidlaw's term on the DRC and Technical Review Committee expired in April of 2012. He has been serving at the pleasure of the Board up until current re-appointment. Because the DRC has a 6-year time limit, Mr. Laidlaw's reappointment of a second term would expire in April 2015.

Mr. Lilien is a member on the Catalina Village Council, and is the DRC's voting neighborhood member-at-large. He has lived in various places in Pima County for over 30-years. He wants to make a positive difference toward implementing good planning practices in future development. His background is diversified, but much of his real estate experience relates to zoning, neighborhood character, transportation corridors, open space, and property rights. He is an active participant in DRC discussions and in the crafting of motions.

Mr. Lilien's term on the DRC expires in August of 2013. His reappointment for another three-year term will expire in August 2016.

DRC members have been outstanding and work well together within the framework of the Committee. They are very responsive to staff, seek valuable public participation, and quickly and comprehensively assess all aspects of an issue. Technical and Design Review Committee members may serve a maximum of two three-year terms for a total of six years. The DRC meets monthly at 1:30pm on the 3<sup>rd</sup> Thursday of each month.

If any questions, feel free to contact me at 724-6791 or [arlan.colton@pima.gov](mailto:arlan.colton@pima.gov).

**cc:**

C.H. Huckelberry, County Administrator  
John Bernal, Deputy County Administrator  
Nanette Slusser, Assistant County Administrator, Policy-Public Works  
Carmine DeBonis Jr, Development Services Director  
Robin Brigode, Clerk of the Board  
Chris Straub, Deputy Pima County Attorney  
Chris Poirier, Executive Secretary of the Design Review Committee

APPROVED BY COUNTY ADMINISTRATOR

DENIED BY COUNTY ADMINISTRATOR

ADDITIONAL INFORMATION REQUIRED ☒ YES (SEE ATTACHED) ☐ NO

**BOARD OF SUPERVISORS AGENDA ITEM SUMMARY**

  
COUNTY ADMINISTRATOR

DATE 01/15/13

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ITEM SUMMARY, JUSTIFICATION & SPECIAL CONSIDERATIONS:

APPROVAL OF APPOINTMENTS TO THE DESIGN REVIEW COMMITTEE

Section 18.99.030C. of the Pima County Zoning Code describes the composition of the Design Review Committee to include the following public members: one architect, one landscape architect, one civil engineer or land planner, one person experienced in residential and commercial property development, and one person representing homeowners' association in the community-at-large.

The following individuals have been recommended by Arlan Colton, Planning Director for re-appointment to the Design Review Committee for a second, three-year, term:

1. Don Laidlaw, Land Planner member on the Design Review Committee;
2. Clave Lilien, Representative for Homeowners and Neighborhood Associations for the Community-at-large member on the Design Review Committee.

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STAFF RECOMMENDATION:

The Development Services Department Director recommends that the Board of Supervisors approve the recommendations for reappointment of Don Laidlaw and Clave Lilien to the Design Review Committee.

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TOTAL COST TO PIMA COUNTY: \$ N/A

FUNDING SOURCE: None Required

HAS FUNDING BEEN APPROVED IN THIS FISCAL YEAR'S  
BUDGET: Not Applicable

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Yes

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No

ADVERTISED PUBLIC HEARING:

☐

Yes

☒

No

REQUEST FOR:

☒

Action

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Discussion

☐

Discussion/Action

DON LAIDLAW: EFFECTIVE DATE: 4-7-2012 TERMINATION DATE: 4-7-2015

CLAVE LILIEN: EFFECTIVE DATE: 8-19-2013 TERMINATION DATE: 8-19-2016

BOARD OF SUPERVISOR  
DISTRICT

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All

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IMPACT:

**IF APPROVED:** The appointments will serve on the Design Review Committee (DRC) for a second, three-year term for a total of six-years each.

**IF DENIED:** A delay in approving the appointments may result in non-conformance with the Pima County Zoning Code Section 18.99.030.C and D. which describes the composition and term limitations of the Design Review Committee.

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AGENDA ITEM INITIATED BY: Carmine DeBonis Jr., Development Services Director

DEPARTMENT NAME: Development Services Department

CONTACT PERSON: Sue Morman PHONE # 724-9596

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