Call to Order

Roll Call

1. Call to Audience: Persons wishing to address the Commission on any matter may do so at the discretion of the Chair. However, Arizona Open Meeting Law limits Commission discussion to matters listed on the posted agenda. Other topics may be placed on a future agenda for discussion.

2. Approval of June 25, 2016 Meeting Minutes

3. Tempe (Hayden) Butte Master / Management Plan Update – Bonnie Richardson, City of Tempe

4. Update and Possible Action on City of Tempe Compliance Processes – HPO John Southard

5. Discussion and Possible Action Regarding Tempe Historic Preservation Commission Vision / Work Plan

6. Chair / Staff Updates

7. Current Events / Announcements / Future Agenda Items
   - Member Announcements
   - Staff Announcements

Adjourn

For further information on the above agenda items, contact Community Development, Planning Division (480) 350-8331. Agenda items may not be heard in the order listed. The City of Tempe endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance is available at public meetings for sight and/or hearing-impaired persons. Please call 350-8331 (voice) or 350-8400 (TDD) to request an accommodation to participate in a public meeting.
Agenda Item 2
MINUTES OF THE
HISTORIC PRESERVATION COMMISSION
June 25, 2016

SRP Water Education Facility at the Eisendrath Center for Water Conservation
Eisendrath House
1400 N. College Ave.
Tempe, AZ 85281
9:15 AM

Commission Present:
Andrea Gregory, Chair
Matthew Bilsbarrow
Chuck Buss
Sara Ferland
Joe Nucci
Lauren Proper
Kori Turner

Commission Absent:
Ira Bennett
Scott Solliday

City Staff Present:
John Larsen Southard, Historic Preservation Officer
Mark Vinson, FAIA / AICP, City Architect

Chair Gregory called the meeting to order at 9:25 a.m.

1. Call to Audience: No response

2. Presentation on Midcentury Architecture – Mark Vinson
   - Vinson and others recently completed research and writing for a Rio Salado Architecture Foundation-funded book profiling notable Midcentury architecture of the East Valley; book titled And Ti-Ko Tu
   - Overview of the evolution of post-World War II architectural styles present in the East Valley
   - Discussion of the need to document post-1960 single family, multi-family, and commercial architecture in Tempe as a follow-up to Solliday’s 2001 work

3. Commission Icebreaking Activity
   - Commissioners and staff provided information relating to education, professional backgrounds, and reason for seeking appointment to the Tempe HPC

4. Consideration of meeting minutes: 05/19/2016

Commissioner Buss moved the Commission approve the May 19, 2016 minutes as written. The motion was seconded by Commissioner Turner and passed with a vote of 7-0.

5. Elections for Chair and Vice-Chair Positions

Commissioner Proper nominated Chair Gregory for the position of chair. The nomination was seconded by Commissioner Turner and passed with a vote of 7-0.

Commissioner Turner nominated Commissioner Buss for the position of vice-chair. The nomination was seconded by Commissioner Bilsbarrow and passed with a vote of 7-0.
6. Discussion and Possible Direction Regarding Preliminary Ocotillo Project Outline

- Preliminary project outlines prepared by North Wind Resource Consulting and BallBoy Productions reviewed
- Commissioners indicated comfort with moving forward using the general themes identified in the preliminary outline documents
- Onsite work likely to commence in late July

7. Tempe Historic Preservation Office Overview / Update – John Southard

- Hayden Butte powerline undergrounding project nearly complete; just one wooden pole and one metal pole remain
- Hayden Flour Mill development agreement approved by City Council; many preservation provisions included
- Dorsey Lane waterline project team coordinating ASM permitting / archaeological monitoring for ground disturbing work in La Plaza
- Section 106 / ASM permitting processes underway for 1001 East 8th Street project (Valor on 8th); processes commenced late, but steady progress being made on the consultation front
- Tempe HPO received approval for three 2016-2017 CIP project funding requests; Gonzalez-Martinez House BCAR and emergency stabilization, Hayden Flour Mill wash tower demolition, and 8th Street interpretive signage
- One Hundred Mill (Hayden House) project team hopes to break ground on or about September 1st
- HPO met with Public Works regarding Arizona Antiquities Act (AAA) responsibilities; commitment to consult with HPO and adhere to AAA obligations obtained
- HPO to initiate work on a consultation process for City-funded projects and / or projects taking place on City-owned land


Citing time constraints, Commissioner Turner moved the Commission continue this item to a future meeting. The motion was seconded by Vice-Chair Buss and passed with a vote of 7-0.

9. Discussion and Possible Direction Regarding Tempe Historic Preservation Commission Vision / Work Plan

Citing time constraints, Commissioner Turner moved the Commission continue this item to a future meeting. The motion was seconded by Vice-Chair Buss and passed with a vote of 7-0.

10. Current Events / Announcements / Future Agenda Items

- No discussion

Chair Gregory adjourned the meeting at 12:00 p.m.

Prepared by: John Larsen Southard, Historic Preservation Officer / Senior Planner

__________________________
Andrea Gregory, Chair
Agenda Item 3
PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM

PROJECT CHARTER FORM

(For City Council approved projects)

Project Charter Purpose:

- To initiate a new capital improvement project (C.I.P.) with budget already approved by the City Council;
- To provide an understanding of the project, the reason it is being conducted, its justification, provide guidance and completion,
- To establish the general scope of the work to be accomplished early on in the project initiation phase, and,
- To identify funding for the project

The project charter will be completed by the engineering project manager with input from the project client department/division sponsor. The project charter will be reviewed by the engineering C.I.P. manager and the designated client contact from client division/department prior to the project planning phase.

*Instructions for completing the project charter are in italics.*

I. Project Overview (Client Department/Division)

Project Name and Location: Official name of the project (<50 characters conforming to standard naming conventions) and location of project

*Public Works/Planning & GreenScapes + Water*

City of Tempe C.I.P. Project Number: if known: fill in the number assigned to this project in the following format: XXYYYYY.

*One project with 3 separate locations*

A. Hayden Butte, funded by Tribal Gaming Grant
B. Double Butte, cost center 3204969
C. Papago Butte, cost center 3204969
II. Project Objective (Client Department/Division)
The objective of the project is to:

prepare a Masterplan & Management Plan for the 3 Buttes (Hayden, Double, Papago) where water storage tanks are located.

III. Scope (Client Department/Division)
The scope of the project includes the activities listed below. (You will be asked to attend a project scoping meeting and also to provide feedback during the duration of the project.)

Develop a Masterplan & Management plan for each of the 3 Buttes to restore, repair, and enhance areas impacted by water tanks, communication towers, address tailings, existing structures, access, wires and lines with options for future removal, replacement or repair.

Scope does not include implementation.

The following areas of scope are uncertain or have not been fully defined.

Access issues
Electrical

IV. Major Deliverables (Client Department/Division & Engineering Project Manager) for each site:
The major deliverables from this project are:

1. Analysis of existing conditions
2. Concept development and master plan
3. Management plan and conceptual budget for construction, and operations & maintenance
4. Include structural supports for religious symbols on Hayden Butte
5. Include structural & electrical if needed
6. Include landscape plan, drainage, retention options & plant list.
V. Project Approval & Funding *(Client Department/Division)*
Approval: State that the project is in the City Council C.I.P. approved program; state funding and fiscal year and date of Council action, if applicable (provide the cost center number for project payment*)

PW - WATER -

VI. Project Cost *(Client Department & Engineering Project Manager)*
The estimated approved total cost for the project is $*undetermined*

*(If you do not know, write “undetermined” above, check unknowns and provide known estimate figures for project components below)*

<table>
<thead>
<tr>
<th>Item</th>
<th>Estimate</th>
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<tbody>
<tr>
<td>Construction</td>
<td></td>
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<tr>
<td>Legal / Administration</td>
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<tr>
<td>Land Acquisition</td>
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<td>Permit Fees</td>
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<tr>
<td>Design &amp; Engineering</td>
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<tr>
<td>Survey / Staking</td>
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<tr>
<td>Traffic Control</td>
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<tr>
<td>PD – Off-Duty</td>
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<tr>
<td>Inspection &amp; Construction Management</td>
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<tr>
<td>Furnishings / Equipment</td>
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<tr>
<td>Geotech / Materials Testing</td>
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<tr>
<td>Utility Relocation Fees</td>
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<tr>
<td>Utility Undergrounding</td>
<td></td>
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<tr>
<td>ITD Telecommunications</td>
<td></td>
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<tr>
<td>Other Project Costs/Contingency</td>
<td></td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
</tr>
</tbody>
</table>

VII. Schedule *(Client Department & Engineering Project Manager)*
Provide anticipated schedule of major deliverables (This may be determined during contract negotiations with outside consultant.)

**Site A: Hayden Butte**

<table>
<thead>
<tr>
<th>Major Deliverable</th>
<th>Anticipated Date 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant hired</td>
<td>Mud - June (or call)</td>
</tr>
<tr>
<td>Analysis</td>
<td>Aug. 1</td>
</tr>
<tr>
<td>Contract Plans</td>
<td>Sept. 1</td>
</tr>
<tr>
<td>Final Masterplan</td>
<td>Dec. 15</td>
</tr>
<tr>
<td>Management Plan</td>
<td></td>
</tr>
</tbody>
</table>

**Site B: Double Butte**
Jan 2 - July 1, 2016

**Site C: Papago Butte**
July 1 - Dec. 15, 2016
VIII. Stakeholders (Client Department & Engineering Project Manager)
Identify key city and other agency stakeholders who will need to have involvement in this project; identify designated client department/division contacts. Include names of all those involved in funding, making design & construction decisions/recommendations, providing technical input, facility staff who will be responsible for maintaining the systems; i.e. all those people who will have valuable input so they are not overlooked during design and construction and will ultimately be responsible for the operation and maintenance.

<table>
<thead>
<tr>
<th>Individual</th>
<th>Department/Division</th>
<th>Role relative to this project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marilyn DeRosa</td>
<td>PW/Water</td>
<td>Deputy</td>
</tr>
<tr>
<td>John Ogden</td>
<td>PW/Field Ops</td>
<td>Deputy</td>
</tr>
<tr>
<td>Donna</td>
<td>PW/Engineering</td>
<td>Deputy Manager-Eng.</td>
</tr>
<tr>
<td>Ken Snow</td>
<td>PW/Field Ops</td>
<td>Deputy Mgr- Water Tanks</td>
</tr>
<tr>
<td>Rosa Inchausti</td>
<td>PW/</td>
<td>Diversity/Archaeology</td>
</tr>
<tr>
<td>Julie Heeter</td>
<td>PW/Tran.</td>
<td>Project Manager-Eng.</td>
</tr>
<tr>
<td>Patricia Hatter</td>
<td>PW/Water Utilities</td>
<td>Financial</td>
</tr>
<tr>
<td>Shelly Stryker</td>
<td>PW/Trans.</td>
<td>Deputy</td>
</tr>
<tr>
<td>Bob Beasley</td>
<td>PW/Trans.Plan/Transpol.</td>
<td>Director</td>
</tr>
<tr>
<td>Bonnie Richardson</td>
<td>PW/Trans.Plan/Transpol.</td>
<td>East Property owner</td>
</tr>
<tr>
<td></td>
<td>PW/Trans.Plan/Greenscape</td>
<td></td>
</tr>
</tbody>
</table>

IX. Permits Required (Engineering Project Manager)
List anticipated permits required such as drainage, traffic control, environmental, right-of-way, Tempe Building Safety, Planning, Fire, outside agencies (ADOT, MCESD, ADWR, Railroad, SRP), and etc.

None

X. Key issues (Client Department & Engineering Project Manager)
List key issues or concerns such as drainage, traffic control, other projects, environmental concerns, easements, right-of-way, agency reviews, and etc.

Cultural: Work closely with Native Am tribes re Sacred Sites & religious symbols & potential to
Environmental: 1) move relocate railings at lower edge of Butte,
2) potential to reveg w/ native desert plants & incorp. LID
3) access & path issues
XI. Project Initiation Acceptance  (PRINT NAME - SIGN -- DATE)

MARILYN DE ROSA  22-May-15
Project Sponsor, Client Department or Division Director/Manager  Date

BONNIE RICHARDSON  5/15/15
Client Project Manager * (Client Department/Division contact)  Date

Engineering Project Manager  Date

Engineering C.I.P. Manager  Date

* Information required for project start up
Agenda Item 5
Chapter 14A

HISTORIC PRESERVATION\(^1\)

Sec. 14A-1. Purpose and intent.

The intent of this chapter is to provide protection for significant properties and archeological sites which represent important aspects of Tempe's heritage; to enhance the character of the community by taking such properties and sites into account during development, and to assist owners in the preservation and restoration of their properties. Reasonable and fair regulations are included in this chapter as a means of balancing the rights of property owners and the value to the community of these significant properties and sites. The designation of any property or district shall not inhibit uses as permitted by the Zoning and Development Code, as adopted and amended by the city council.

(Ord. No. 95.35, 11-9-95; Ord. No. 2004.42, 1-20-05)

Sec. 14A-2. Definitions.

The language of the definitions in this chapter shall be interpreted so as to convey the same meaning as in common usage, thereby giving this chapter its most reasonable application.

*Alteration* means any aesthetic, architectural, mechanical or structural change to the exterior surface of any significant part of a designated property.

*Archeologically sensitive* means a property which includes known or suspected archeological sites.

*Archeological site* means a site that has yielded, or exhibits the promise of yielding, information important in the understanding of human prehistory or history. Such information may consist of evidence of past human life, habitation or activity, as well as material remains.

*Arizona register of historic places*\(^2\) means the list of Arizona's historic properties worthy of preservation which serves as an official record of Arizona's historic districts, archeological sites, buildings, structures and objects significant in this state's history, architecture, archeology, engineering and culture. Pursuant to A.R.S. § 41-511.04(9), the Arizona state parks board, state historic preservation office is authorized to keep and administer an Arizona register of historic places composed of properties which meet the criteria established by the board, see below, or which are listed on the national register of historic places. Entry on the register requires nomination by the state historic preservation office (SHPO) and owner notification in accordance with rules which the board adopts. The criteria for evaluation of potential Arizona register properties generally encompass the quality of significance in Arizona history, architecture,

\(^1\)Cross references—Buildings and building regulations, Ch. 8; Planning and development, Ch. 25.

State law reference—A.R.S. § 9-462.01

\(^2\)Arizona register of historic places definition and criteria as published by Arizona state parks, state historic preservation office.
archeology, engineering and culture. Such qualities may be present in districts, sites, buildings, structures and objects that possess integrity of location, design, setting, materials, workmanship, feeling and association; and also:

(1) Are associated with events that have made a significant contribution to the broad patterns of history;

(2) Are associated with the lives of historically significant persons;

(3) Are the embodiment of a distinctive characteristic(s) of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or

(4) Have yielded, or may be likely to yield, information important in prehistory or history.

Building means any structure created to shelter any form of human activity, such as a house, church or hotel; may also refer to a related complex such as a courthouse and jail, or a house and barn.

Certified Local Government (CLG) means a federal program, the aim of which is to decentralize the national historic preservation program by assigning decision-making to the states and, ultimately, to local governments. Applications for certification are reviewed by the state historic preservation officer and must document, at a minimum, establishment of an historic preservation commission with specific membership and duties, adoption of an historic preservation ordinance and development of an historic preservation plan.

Commission means the historic preservation commission of Tempe.

Compatibility means a pleasing visual relationship between elements of a property, building, or structure, or among properties, buildings and structures, or with their surroundings. Aspects of compatibility may include, but are not limited to, proportion, rhythm, detail, texture, material, reflectance and architectural style.

Contributing property means a classification applied to an individual property within a designated historic district, signifying that the property contributes generally to the distinctive character of the district; or an archeological site.

Demolition means the act or process that destroys a designated property.

Designated property means any property which has been classified as a landmark, historic property or contributing property within an historic district.

Distinctive character means the distinguishing architectural and aesthetic characteristics of a landmark or historic property, or those generally found throughout an historic district, which fulfill the criteria for designation.
Historic district means a designation, in the form of overlay zoning, applied to all properties within an area with defined boundaries, as a result of formal adoption by the city council, which express a distinctive character worthy of preservation. An historic district may also include or be composed of one or more archaeological sites.

Historic eligible means a property which appears to meet the criteria for designation.

Historic preservation officer (HPO) means a city staff member appointed by the community development director to serve as secretary to the historic preservation commission, maintain the Tempe historic property register and otherwise perform such tasks and duties as assigned by this chapter.

Historic preservation plan means a document, formally adopted by the city council, containing goals and policies regarding historic preservation within the city.

Historic property means a designation, in the form of overlay zoning, applied to an individual property, as a result of formal adoption by the city council, which expresses a distinctive character worthy of preservation, or an archaeological site.

Landmark means a designation, in the form of overlay zoning, applied to an individual property, as a result of formal adoption by the city council, which has achieved significance within the past fifty (50) years and which expresses a distinctive character worthy of preservation and which otherwise fulfills or exceeds the criteria for designation as an historic property.

National register of historic places means the national register of historic places as established by the Historic Sites Act of 1935 (16 U.S.C. § 461 et seq.) and expanded by the National Historic Preservation Act of 1966, (16 U.S.C. § 470 et seq.) as amended. It is the nation's official listing of prehistoric and historic properties worthy of preservation. It affords protection and recognition for districts, sites, buildings and structures significant in American history, architecture, archeology, engineering and culture. This significance can be at the local, state or national level. The national register serves both as a planning tool and as a means of identifying buildings, sites and districts that are of special significance to a community and worthy of preservation. The criteria for evaluation of potential national register properties generally encompass the quality of significance in American history, architecture, archaeology, engineering and culture. Such qualities may be present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling and association; and

(1) That are associated with events that have made a significant contribution to the broad patterns of our history;

(2) That are associated with the lives of persons significant in our past;

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3National register of historic places definition and criteria as published by Arizona state parks, state historic preservation office, and as found in the Code of Federal Regulations, Title 36, Part 60.
(3) That embody the distinctive characteristics of a type, period or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or

(4) That have yielded, or may be likely to yield, information important in prehistory or history.

**Noncontributing property** means a classification applied to an individual property located within a designated historic district, signifying that the property does not contribute to the distinctive character of the district. Such properties are subject only to the provisions of this chapter regarding new construction, including general landscape character, and only when the amount of new construction equals or exceeds twenty-five percent (25%) of the land area or building ground floor area of the property at the time of its identification as noncontributing.

**Ordinary maintenance and repair** means regular or usual care, upkeep or replacement of any part, or putting back together that which is deteriorated or broken, of an existing property, building or structure to effect the maintenance of a safe, sanitary and stable condition.

**Owner** means the legal ownership entity of an individual parcel or property, as recorded with Maricopa County. For purposes of this chapter, each such parcel or property shall be considered to have one owner.

**Parcel** means land identified as a separate lot for purposes of the subdivision and zoning regulations of the city and so recorded with Maricopa County.

**Preservation covenant** means a deed restriction, filed with Maricopa County, which limits the owner's use of a designated property in order to effect the preservation of the distinctive character of the property.

**Preservation easement** means the nonpossessory interest of a holder in real property, said property being a designated property, imposing limitations or obligations to preserve the distinctive character of that property, or a specified portion thereof.

**Property** means building(s), structures(s) or other improvements, or an archeological site, associated with a particular parcel or location.

**Secretary of the interior's standards for the treatment of historic properties** means standards developed and adopted, as amended, by the secretary of the interior of the United States to guide work funded by, or otherwise conducted under the auspices of, the federal government on historic properties and archeological sites. Guidelines are given for preservation, rehabilitation, restoration and reconstruction.

**Significant** means having aesthetic, architectural or historical qualities of critical importance to the consideration of a property, building or structure for classification as a designated property.
**Structure** means anything built, constructed or erected, or any piece of work artificially built-up or composed of parts joined together in some definite manner, the existence of which requires a permanent or semi-permanent location on or in the ground, including, but not limited to: bridges, dams, walls, fences, gazebos, garages, advertising signs, communications towers, sculpture, monuments, recreational facilities and water distribution systems.

**Tempe historic property register** means a document listing all designated properties and districts in the city.
(Ord. No. 95.35, 11-9-95; Ord. No. 97.20, 4-10-97; Ord. No. 2000.25, 6-15-00; Ord. No. 2001.17, 7-26-01; Ord. No. 2005.18, 4-7-05; Ord. No. 2010.02, 2-4-10)

**Sec. 14A-3. Historic preservation commission; historic preservation officer.**

(a) The Tempe historic preservation commission is hereby established. The commission shall act in an advisory capacity to the city council in all matters concerning historic preservation. The commission shall make recommendations to the development review commission regarding designation of landmarks, historic properties and historic districts. Other actions of the historic preservation commission, as set forth below, shall be subject to appeal to the city council, as described in § 14A-8 of this chapter.

(b) The commission shall consist of nine (9) members, meeting certain qualifications as set forth below, appointed by the mayor and approved by the city council.

- All members shall be Tempe residents with a demonstrated interest in or knowledge of historic preservation; and
- The commission shall be composed of four (4) at-large members and five (5) professionals, drawn from the following disciplines, with no more than two (2) such professionals from the same discipline: architecture, architectural history, archeology, historic preservation law, history, landscape architecture, planning, building construction, or other related field.

(c) Members shall serve a term of three (3) years, except that two (2) of the initial members shall, upon appointment, be designated to serve terms of two (2) years each. In addition, two (2) other initial members shall be designated to serve first terms of one year. Those subsequently appointed shall serve regular terms of three (3) years. Members may be reappointed, but shall serve not more than two (2) complete, consecutive terms. If a commission member accumulates three (3) consecutive unexcused absences, the matter will be referred to the mayor’s office for resolution. Members of the commission shall serve voluntarily and without compensation.

(d) The Tempe history museum manager, or designee, shall serve ex-officio, with no vote, except as specified.

(e) Whenever a member is unable to attend or must decline participation due to a conflict of interest, that member shall give timely notice to the HPO or chair of the commission. In the event that a sufficient number of members are not available to constitute a
quorum, the HPO or the Tempe history museum manager or designee is authorized to act as a member on consent agenda items only, and only to the extent that this presence constitutes a quorum.

(f) Five (5) members shall constitute a quorum of the commission; the concurring vote of five (5) members shall be necessary for any action of the commission on any matter.

(g) Conflict of interest of commission members is governed by Arizona Revised Statutes, applicable judicial decisions and opinions of the city attorney.

(h) The commission shall elect, from within its own membership, a chair and vice-chair.

(i) The commission shall hold a minimum of four (4) public meetings/hearings per year. Special meetings may be called at the discretion of the commission chair or five (5) or more members of the commission. The minutes of its proceedings, indicating the vote of each member and records of its examinations and other official actions shall be kept and filed in the offices of the community development department and the city clerk as part of the public record.

(j) The commission shall adopt rules of procedure consistent with the provisions of this chapter for the performance of its duties.

(k) Commission duties and activities shall include the following:

(1) Reviewing applications for the designation of landmarks, historic properties and historic districts and making recommendations to the development review commission, such review shall be based on the criteria as specified in § 14A-4 of this chapter;

(2) Reviewing and making decisions on applications for proposed alterations, new construction, demolition or removal affecting landmarks, historic properties or properties located within an historic district, such review shall be based on the criteria as specified in § 14A-6 of this chapter;

(3) Making recommendations to the city council concerning the use of federal, state, city or available private funds to promote the preservation of properties and districts within the city, including acquisition, the awarding of such sub-grants as may become available and the requiring of preservation covenants, as well as the acquisition of preservation easements;

(4) Recommending to the city council and other applicable boards and commissions, changes in the Zoning and Development Code, building code, general plan or other local laws as may enhance the purposes of this chapter;

(5) Cooperating with representatives designated by the property owners of the district from designated historic districts to formulate design guidelines for alterations and new construction within their districts;
(6) Initiating and conducting detailed studies and surveys of properties, structures and areas within the city and assess their potential for designation, and in order to formulate an historic preservation plan for the city; and

(7) Developing and participating in public information activities in order to increase public awareness of the value of historic preservation, and perform other functions that will encourage or further the interests of historic preservation.

(I) The Tempe historic preservation officer (HPO) is hereby established. The HPO shall be appointed by the director of the community development department, have a demonstrated interest in historic preservation and be a qualified professional in one or more pertinent fields such as archeology, architecture, cultural geography, landscape architecture or planning. The duties of the HPO shall include:

(1) Serving as secretary to the historic preservation commission, facilitating its efforts and, with other city staff as necessary, providing administrative support;

(2) Accepting applications for designations and proposed alterations, new construction, demolition or removal;

(3) Acting as intermediary between the commission and other city regulatory functions;

(4) Providing technical and background information to the commission and public, as required;

(5) Approving proposed alterations, new construction, demolition or removal affecting landmarks, historic properties and properties within historic districts, in the instance of such work being obviously minor in nature and impact, or in cases of imminent public hazard, and reporting such approvals to the commission;

(6) Preparing annual written reports of commission activities that are submitted to the state historic preservation officer (SHPO) and made available to the public. The reports shall contain, at a minimum, minutes of meetings, decisions made, special projects and activities, the number and type of cases reviewed, current resumes of commission members and member attendance records; and

(7) Maintaining the Tempe historic property register and lists of historic eligible and archeologically sensitive properties.

(Ord. No. 95.35, 11-9-95; Ord. No. 97.20, 4-10-97; Ord. No. 2000.25, 6-15-00; Ord. No. 2001.17, 7-26-01; Ord. No. 2004.42, 1-20-05; Ord. No. 2005.18, 4-7-05; Ord. No. 2006.01, 1-5-06; Ord. No. 2010.02, 2-4-10; Ord. No. O2014.22, 6-12-14; Ord. No. O2014.36, 9-4-14)
Sec. 14A-4. Designation of landmarks, historic properties and historic districts.

(a) The following criteria are established for designation of an individual property, building, structure or archeological site:

(1) It meets the criteria for listing on the Arizona or national register of historic places;

(2) It is found to be of exceptional significance and expresses a distinctive character, resulting from:
   a. A significant portion of it is at least fifty (50) years old; is reflective of the city's cultural, social, political or economic past; and is associated with a person or event significant in local, state or national history; or
   b. It represents an established and familiar visual feature of an area of the city, due to a prominent location or singular physical feature; or

(3) If it has achieved significance within the past fifty (50) years, it shall be considered eligible for designation as a landmark if it is an integral and critical part of an historic district or demonstrates exceptional individual importance by otherwise meeting or exceeding the criteria specified in paragraphs (1) or (2) of this subsection above. At such time as a landmark becomes fifty (50) years old, it will automatically be reclassified as an historic property.

(b) The following criteria are established for designation of an historic district:

(1) The district consists of an area in which are located a substantial concentration of properties, buildings or structures which individually meet the criteria in subsection (a) of this section above, as well as others which contribute generally to the overall distinctive character of the area, and are united historically or visually by plan or physical development; district boundaries coincide with documented historic boundaries such as early roadways, canals, subdivision plats or property lines; other district boundaries coincide with logical physical or man-made features and reflect recognized neighborhood or area boundaries; and other noncontributing properties or vacant parcels are included where necessary to create appropriate boundaries; or

(2) A district may also include or be composed of one or more archeological sites.

(c) The designation process is as follows:

(1) Application for the designation of a landmark, historic property or historic district shall be made by the owner of such real property, or of property located within the boundaries of such proposed district, situated in the city, or by any officer, department, board, commission or the city council, with the HPO at the community development department, on such form(s) and accompanied by such fee(s) as may be adopted;
(2) Any such application for designation, as described in paragraph (1) of this subsection above, shall also be accompanied by:

a. A vicinity ownership map showing all parcels in the vicinity adjacent to, including and surrounding the proposed designated property or district, within a radius of three hundred (300) feet from the external boundaries of the property or district; each such parcel shall be designated by a number to correspond with the ownership/tenant list described in subparagraph b. of this paragraph below;

b. A typed or legibly printed list containing names and mailing addresses, including zip codes, of owners of parcels as described in subparagraph a. of this paragraph above, and identified by the same number as on the vicinity ownership map, and the names and addresses, including zip codes, of any tenants associated with the described parcels;

c. An accurate legal description or parcel number(s) as recorded with Maricopa County, of the proposed designated property or properties within the proposed historic district; and

d. A written description of the proposed designated property or historic district, addressing the pertinent criteria, as described in subsections (a) and (b) of this section;

(3) The HPO shall then place the request on the next available agenda of the commission for a public hearing. Upon request by the applicant, a special meeting may be called at the discretion of the chair of the commission, or by five (5) or more commission members;

(4) Upon receipt of an application and placement on the next available commission agenda, the HPO shall compile and transmit to the commission a complete report on the subject property or district. This report shall address the location, condition, age, significance and integrity of historic features and identify potential contributing and noncontributing properties and other relevant information, together with a recommendation to grant or deny the application and the reasons for the recommendation;

(5) At a public hearing, the commission shall review the application based on the applicable criteria in subsections (a) and (b) of this section, together with the HPO report, and make a recommendation to the development review commission. Any recommendation for approval may be subject to such conditions as the historic preservation commission deems applicable in order to fully carry out the provisions and intent of this chapter;

(6) Once forwarded to the development review commission, a public hearing shall be set and conducted according to the applicable procedures for amendment, as described in Section 6-304 of the Zoning and Development Code;
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(7) After such public hearing, the development review commission shall make a report and recommendation to city council. The city council shall then set a public hearing on the application in accordance with subsection (e) of this section; and

(8) The recommendation of approval of any designation by the historic preservation commission shall be void if the designation has not been adopted by the city council within one year of the commission's action.

(d) Notification of public hearings is established as follows:

(1) For a designation request, the community development department shall deposit in the U.S. mail, not less than fifteen (15) calendar days prior to the date of each public hearing of the historic preservation commission, a notice of the date, time and place of the hearing, and a summary of the request, to each affected property owner and tenant, per a list provided by the applicant. Final delivery of such notices shall not be the responsibility of the city. Notice shall be given as follows:

a. For a landmark or historic property request, "affected property owners and tenants" shall be those within three hundred (300) feet of the subject property; or

b. For an historic district request, "affected property owners and tenants" shall be those within the boundaries of the proposed district and within three hundred (300) feet external to those boundaries;

(2) The community development department shall erect, not less than fifteen (15) calendar days prior to the date of the public hearing, a notice, visible from a public way and clearly legible, of the date, time and place of the hearing, and a summary of the request. It shall not be the responsibility of the city to maintain the notice after it has been placed. Notice shall be given as follows:

a. For a landmark or historic property request, such notice shall, wherever possible, be placed adjacent to the subject property in the right-of-way of a public street or road; or

b. For an historic district, such notice shall, wherever possible, be placed at no fewer than four (4) conspicuous locations within the district and at its external boundaries;

(3) The community development department shall submit the request for publication in the official newspaper at least once, no fewer than fifteen (15) days prior to the public hearing of the commission; and

(4) Notification pertaining to a proposed text amendment to this chapter shall comply with paragraph (3) of this subsection above, only.
(e) The city council will, upon receipt of an application and accompanying decision and report from the development review commission, hold a public hearing to consider the application. Notification for such hearing shall be as specified in subsection (d) of this section above. At the public hearing, the city council may do one of the following:

1. Adopt the request per the recommendation of the development review commission;
2. Modify the recommendations and adopt the request as modified;
3. Deny the request; or
4. Remand the request to the development review commission for further proceedings.

(f) If the owners of twenty percent (20%) or more either of the area of the parcels included in a proposed historic district, or of those immediately adjacent in the rear or any side thereof extending one hundred fifty (150) feet therefrom, or of those directly opposite thereto extending one hundred fifty (150) feet from the street frontage of the opposite parcels, file a protest in writing against a proposed designation, it shall not become effective except by the favorable vote of three-fourths (3/4) of all members of the city council. Such protest shall be filed with the city clerk prior to or at the time of the public hearing of the council. If any members of the city council are unable to vote on such a question because of a conflict of interest, then the required number of favorable votes for passage of the question shall be three-fourths (3/4) of the remaining membership of the council, provided that such required number of votes shall in no event be less than a majority of the full membership of the council.

(g) The effects of designation are as follows:

1. If adopted by the city council, a landmark, historic property or historic district shall be designated by the application of the corresponding overlay zoning district and referenced by the "H" symbol on a map of the city, to be issued by the community development department;

2. Any uses permitted by the existing, underlying zoning classifications which apply to a landmark, historic property or historic district, shall be permitted. Such designated properties and districts are subject to the provisions of this chapter, as well as to applicable provisions of the Zoning and Development Code and the general plan; and

3. Subsequent to designation of an historic district, the historic preservation commission shall, in cooperation with representatives from the district, and in order to preserve and enhance the distinctive character of the district, adopt design guidelines which shall apply only to the exterior features and general character of contributing properties and alterations thereto, as well as any other new construction within the district as follows:
a. District design guidelines will address general aspects such as building materials, massing, scale and proportion of openings and other features, orientation and relative position of buildings and landscape character; as well as specific aspects such as roof forms, textures, color theme, character of signage, window and door types, and other details relative to architectural styles evident in the district;

b. District design guidelines will not regulate maximum building height, maximum lot coverage, minimum setbacks, required landscaping, required parking, allowable signs or other provisions of the Zoning and Development Code; and

c. Following designation of an historic district, and until such time as district-specific design guidelines can be adopted, the commission shall refer to such professional or commonly recognized standards as may be appropriate and available.

(h) The procedure to remove landmark, historic property or historic district designation and corresponding overlay zoning shall be the same as the procedure to designate, as specified in subsections (c), (d), (e) and (f) of this section.

(i) No landmark, historic property or historic district, having been nominated for designation, or removal of designation, shall be renominated within one year from the date of previous nomination.

(j) The procedure and effects of classification of a property as historic eligible shall be as follows:

(1) The HPO shall prepare a list of proposed properties, with applicable supporting information, for consideration by the commission and schedule a public hearing; notification of such hearing is established as follows:

a. The community development department shall deposit in the U.S. mail, not less than fifteen (15) calendar days prior to the date of the public hearing of the commission, a notice of the date, time and place of the hearing, and a summary of the proposed action, to each affected property owner, per currently available ownership information. Final delivery of such notices shall not be the responsibility of the city; and

b. The community development department shall submit the notice for publication in the official newspaper at least once, no fewer than fifteen (15) calendar days prior to the public hearing of the commission;

(2) At a public hearing, the commission shall review the proposed properties and assess their potential to meet the applicable criteria for designation, as described in subsection (a) of this section; and
(3) Upon approval by the commission, any properties classified as historic eligible shall be identified as such in the records of the community development department and subject to the requirements described in § 14A-6(f) and § 14A-7(j) of this chapter.

(k) The procedure and effects of classification of a property as archeologically sensitive shall be as follows:

1. The HPO shall prepare a list of proposed properties, with applicable supporting information, for consideration by the commission at a regularly scheduled public meeting; and

2. Upon approval by the commission, any properties classified as archeologically sensitive shall be identified as such in the records of the community development department and subject to the requirements described in § 14A-6(g) and § 14A-7(k) of this chapter. (Ord. No. 95.35, 11-9-95; Ord. No. 97.20, 4-10-97; Ord. No. 2000.25, 6-15-00; Ord. No. 2004.42, 1-20-05; Ord. No. 2005.18, 4-7-05; Ord. No. 2006.01, 1-5-06; Ord. No. O2014.22, 6-12-14)


(a) The Tempe historic property register is hereby established for the purpose of listing the landmarks, historic properties and historic districts, as designated under the provisions of this chapter. This register, as may be amended from time to time, shall serve as the official record of all such designations and shall be maintained by the HPO and available for public reference at the community development department and the city clerk.

(b) Supplemental to the historic property register shall be the lists of properties classified as historic eligible and archeologically sensitive. These lists, as may be amended from time to time, shall be maintained by the HPO and available for public reference at the community development department and the city clerk.  (Ord. No. 95.35, 11-9-95; Ord. No. 97.20, 4-10-97; Ord. No. 2000.25, 6-15-00; Ord. No. 2005.18, 4-7-05)

Sec. 14A-6. Guidelines, standards and process for review of alteration or new construction.

(a) When a building permit or other permit or approval is sought from the city to alter, remodel, build or otherwise develop or landscape property designated as a landmark, historic property, or that is located within a designated historic district, issuance of the permit or approval shall be deferred until after approval has been obtained from the historic preservation commission, or in the cases of work obviously minor in nature or of no effect to the property or district, the HPO. The issuance of such approval indicates conformance with the provisions and intent of this chapter only and does not imply approval by other city regulatory agencies.

(b) Review by the commission of a request for approval of proposed alteration or new construction shall require submittal to the HPO of:
(1) An application, on such form(s) and accompanied by such fee(s) as may be adopted;

(2) Photographs of the existing property;

(3) Drawings, to approximate scale, of the site plan, floor plan(s) and elevations of the proposed work, indicating materials and color scheme;

(4) If signage is part of the proposed work, drawings, to approximate scale, showing the size and location of proposed signage, type of lettering to be used and indication of color and type of illumination, if any; and

(5) Any other information which the applicant or the commission may reasonably deem necessary to review the proposed work.

(c) The commission shall consider the request at its next available regularly scheduled or special public meeting. Approval or denial shall be based on the following criteria:

(1) Proposed work on any portion of a landmark or historic property shall be compatible with the recognized distinctive character of the overall property;

(2) Proposed work on any portion of a contributing property within an historic district shall be compatible with the recognized distinctive character of the property itself, as well as with that of the overall district, as determined by conformance with adopted design guidelines of the district;

(3) Proposed new work within an historic district shall be compatible with the recognized distinctive character of the district, as determined by conformance with adopted design guidelines of the district; and

(4) If federal funds, in the form of grants, tax incentives or other programs, are employed, directly or indirectly, in financing proposed work, the secretary of the interior's standards for the treatment of historic properties shall be applicable, in addition to the criteria specified in paragraphs (1) through (3) of this subsection above.

(d) The commission shall act to approve, deny, conditionally approve or continue an application at the public meeting at which it is initially reviewed. The HPO shall issue and record a notice of approval or denial and specify the reasons for, and any conditions of, the commission's action.

(e) Approval of an application by the commission or HPO shall be valid for a period of one year from the date of approval.

(f) When a permit or other approval is sought from the city to alter, remodel, build or otherwise develop or landscape property classified as historic eligible, issuance of the permit or approval shall be subject to clearance by the HPO. Such clearance shall be issued within thirty (30) calendar days from the date of application, during which time the HPO will assess potential
adverse impact, suggest alternatives, and may consult with the commission and city council. If, by the end of the thirty (30) day period, no clearance has been issued or no alternative, agreeable to the applicant, has been suggested, the original request shall be granted, provided all other applicable requirements have been met.

(g) When a permit or other approval is sought from the city to alter, remodel, build or otherwise develop or landscape property classified as archeologically sensitive, the applicant shall be advised as to the status of the property, potentially applicable state and federal requirements, and suggested course(s) of action. In the case of city-owned property or right-of-way, applicable state and federal requirements shall determine the appropriate course of action.

(Ord. No. 95.35, 11-9-95; Ord. No. 2000.25, 6-15-00)


(a) When a permit or other approval is sought from the city to demolish or remove a designated property, issuance of the permit or approval shall be deferred until after approval has been obtained from the historic preservation commission, or in the cases of work obviously minor in nature or involving an imminent hazard to public safety, the HPO. The issuance of such approval indicates conformance with the provisions and intent of this chapter only and does not imply approval by other city regulatory agencies.

(b) Review by the commission of a request for approval of proposed demolition or removal shall require submittal to the HPO of:

1. An application, on such form(s) and accompanied by such fee(s) as may be adopted;
2. Photographs of the existing property;
3. A preliminary plan of redevelopment for the parcel indicating an intended use that is in compliance with the general plan and existing or proposed zoning and other applicable regulations, as well as with §14A-6 of this chapter;
4. If economic relief is requested, supporting documentation necessary to demonstrate applicability of the standards as described in subsection (d) of this section; and
5. Any other information which the applicant or the commission may reasonably deem necessary to review the request.

(c) The commission shall consider the request at its next regularly scheduled or special public meeting. Approval or denial shall be based on the following criteria:

1. The property which is proposed for demolition or removal is of no historic or architectural value or significance and does not contribute to the distinctive character of the property;
(2) Loss of the property would not adversely affect the integrity, nor diminish the distinctive character of an historic district; and

(3) If economic relief is requested, applicability of the standards as described in subsection (d) of this section below.

(d) An application for demolition may be accompanied by a request for economic hardship relief. Separate standards for granting economic hardship relief to allow demolition or removal of a designated property are hereby established for investment or income producing properties, and for non-income producing properties. Non-income producing properties shall consist of owner-occupied single-family dwellings and non-income producing institutional properties. Economic hardship relief shall be granted as follows:

(1) In regard to an income producing property, when the applicant demonstrates that a reasonable rate of return cannot be obtained from a property which retains features which contribute to its distinctive character in its present condition or if rehabilitated, either by the current owner or a potential buyer; or

(2) In regard to a non-income producing property, when the applicant demonstrates that the property has no reasonable use as a single-family dwelling or for an institutional use in its present condition, or if rehabilitated, either by the current owner or a potential buyer.

(e) Economic hardship relief shall not be granted due to any of the following circumstances:

(1) Willfully destructive acts by the owner;

(2) Purchase of the property for substantially more than the market value;

(3) Failure to perform ordinary maintenance and repair; or

(4) Failure to diligently solicit and retain tenants or provide normal tenant improvements.

(f) The commission shall act to approve, deny, conditionally approve or continue an application at the public meeting at which it is initially reviewed. The HPO shall issue and record a notice of decision and specify the reasons for, and any conditions of, the commission's action.

(g) Approval of an application by the commission or HPO shall be valid for a period of one year from the date of approval.

(h) If a request for a proposed demolition or removal is denied by the commission, no demolition or removal will be permitted for a period of no more than one hundred eighty (180) days from the date on which the request was denied. During the period of restraint of demolition or removal, the commission and HPO will attempt to secure whatever assistance as may be feasible to effect the preservation of the property, such as economic assistance, acquisition, purchase of a preservation easement, or location of a buyer who, upon purchase at terms
agreeable to the owner, will enter into a preservation covenant with the city for period of at least five (5) years. If the commission or HPO is unable to secure such assistance within the period of restraint, the proposed demolition or removal will be allowed, subject to the issuance of the appropriate permit by the building official of Tempe.

(i) If the building official finds that a designated property is an imminent hazard to public safety and, together with the HPO, determines that repairs or relocation would not be appropriate or feasible, the HPO shall approve the necessary demolition or removal, subject to issuance of the appropriate permit by the building official.

(j) When a permit or other approval is sought from the city to demolish or remove a property classified as historic eligible, issuance of the permit or approval shall be subject to clearance by the HPO. Such clearance shall be issued within thirty (30) calendar days from the date of application, during which time the HPO will assess adverse impact, suggest alternatives, and may consult with the commission and city council. If, by the end of the thirty (30) day period, no clearance has been issued or no alternative, agreeable to the applicant, has been suggested, the original request shall be granted, provided all other applicable requirements have been met.

(k) When a permit or other approval is sought from the city to demolish or remove a property classified as archeologically sensitive, the applicant shall be advised as to the status of the property, potentially applicable state and federal requirements, and suggested course(s) of action. In the case of city-owned property or right-of-way, applicable state and federal requirements shall determine the appropriate course of action.

(Ord. No. 95.35, 11-9-95; Ord. No. 97.20, 4-10-97; Ord. No. 2000.25, 6-15-00)


(a) The applicant for approval of proposed alteration, new construction, demolition or removal, or designation, or classification as historic eligible, or the owner of any such property, or the community development director, or any member of the city council, may appeal any decision of the historic preservation commission to the city council by filing written notice of appeal and any applicable fee, as may be adopted, with the city clerk within ten (10) working days of the date of the commission's action, in accordance with Rule 6 of Arizona Rules of Civil Procedure of the State of Arizona.

(b) Notice of an appeal and the date set for its review by the city council shall be published at least once, not less than seven (7) days prior to the council meeting at which such appeal is to be heard.

(c) The city clerk shall set the date for a public hearing of the appeal by the council within thirty (30) days of the filing of the appeal.

(Ord. No. 95.35, 11-9-95; Ord. No. 97.20, 4-10-97; Ord. No. 2000.25, 6-15-00; Ord. No. 2001.17, 7-26-01; Ord. No. 2005.18, 4-7-05; Ord. No. 2010.02, 2-4-10)


(a) Ordinary maintenance and repair of a designated property shall be performed by the owner and shall not require specific approval from the HPO or commission, provided that such
maintenance or repair does not significantly alter the features which contribute to the distinctive character of such a designated property.

(b) The owner of a designated property shall not permit the property to fall into a state of disrepair so as to result in the deterioration of any significant exterior feature which would have a detrimental effect on the distinctive character of the property itself or, that of the overall district, if located within an historic district.

(c) The condition of the property at the time of its designation shall be the standard of reference for the evaluation of future deterioration.

(d) Examples of deterioration which shall be prevented by the owner of the designated property by means of ordinary maintenance and repair shall include, but not be limited to the following:

(1) Excessive erosion, reverse drainage and other preventable site conditions which may adversely affect significant buildings and structures;

(2) Loss of structural integrity due to deterioration of footings, load-bearing walls or columns, beams, trusses or other support members;

(3) Weathering or damage to exterior elements such as wall and roof surfaces, chimneys, balustrades, doors, windows and other architectural features;

(4) Loss of weather-tightness or security due to any of the above; or

(5) Deterioration of any feature so as to create a hazardous condition which could lead to the claim that demolition is necessary as a matter of public safety.

(e) In order to prevent demolition by neglect, resulting from deterioration as described in subsection (d) of this section above, the city may effect repairs to a landmark, historic property or contributing property within an historic district and treat the cost of such repairs as a lien against the property.

(f) Enforcement of this section shall be the responsibility of the city manager or designee. (Ord. No. 95.35, 11-9-95)

Sec. 14A-10. Incentives.

It is the intent of the city to make ownership of a landmark, historic property or property within an historic district as beneficial as possible. In addition to the intangible benefits of owning a property recognized as an important community resource, the HPO or commission may, when applicable and possible, provide such owners with the following:

(1) Assistance in locating potential sources of financial assistance and tax credits;

(2) Assistance in preparing grant applications and potential third party sponsorship;

(3) Technical information and referrals;
(4) Assistance in locating buyers or sellers;

(5) Assistance, through the neighborhood programs office, in the formulation and operation of a neighborhood association; and

(6) Assistance in obtaining other benefits as may become available through the city or other sources.

(Ord. No. 95.35, 11-9-95)


(a) Any person who constructs, alters, neglects, demolishes or removes a property or portion thereof in violation of the provisions of this chapter may be required to restore the property to its appearance prior to the violation.

(b) Enforcement of this section shall be the responsibility of the city manager or designee. Any resulting action regarding a violation of any provision of this chapter shall be brought by the city attorney. The civil remedy shall be in addition to, and not in lieu of, any criminal prosecution and penalty.

(c) Any person found to be in violation of any provision of this chapter shall be guilty of a misdemeanor, punishable in accordance with § 1-7 of this code.

(Ord. No. 95.35, 11-9-95)
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Tempe Historic Preservation Plan

Adopted 17 July 1997 by the Tempe City Council, Resolution 97.44; revisions adopted 15 June 2000, Resolution 2000.34.

I. Introduction

Tempe enjoys a rich multi-cultural heritage evident through its historic buildings, neighborhoods and structures. Less visible, but equally important, are the archaeological resources of Tempe's past. Protection and enhancement of Tempe's heritage is critical to preserving the unique identity of our community. The blending of the past with the present enriches our city and all of its citizens.

In November of 1995, both as an expression of civic pride and the beginning of the future of historic preservation in Tempe, the Tempe City Council unanimously adopted the Tempe Historic Preservation Ordinance. Most importantly, the ordinance created the Tempe Historic Preservation Commission, the Office of the Tempe Historic Preservation Officer, and the Tempe Historic Property Register.

As one of its first acts, the Commission prepared a Preservation Plan. The Plan identified goals and policies for historic preservation in Tempe. These goals and policies are hereby refined and updated.

II. Goals

The Commission recognizes three goals for historic preservation in Tempe:

1. To identify, preserve and protect significant historic properties and archaeological sites.

2. To foster economic vitality through preservation of properties which contribute to the historic character of the community.

3. To integrate historic preservation planning with that conducted by boards, commissions, neighborhood and redevelopment planning efforts as a means to protect and enhance community heritage and compliment City redevelopment plans.

III. Goal Components

1. Advise. Advise the City Council and other applicable City boards and commissions on all matters within the Commission's purview.

2. Inventory and Designate. Recommend, to the Planning and Zoning Commission, inclusion on the Tempe Historic Property Register. Identify, through inventory and assessment, methods, structures and localities where historic properties are imperiled, in order to ensure that alternatives to destruction are considered, and, use such methods to set preservation priorities and promote the identification and classification of properties that are eligible for historic designation.

3. Review. Review requests to alter, remodel, rebuild or otherwise develop designated properties. Review requests to demolish or remove a designated property.

4. Assist. Assist in making ownership of an historic property as beneficial as possible. Help by
designating properties to the Tempe Register and assisting their owners to obtain incentives for preservation by rehabilitation, restoration or maintenance. Develop financial and other incentives with the City that will encourage the preservation of historic properties.

5. Educate. Increase public awareness among residents and businesses of the value of historic preservation. Promote education in Tempe history and historic properties in local schools.

6. Compile. Compile information about historic properties and the historic character of Tempe for the purpose of identifying structures, properties, districts and archaeological sites worthy of preservation. Share this information with boards, commissions, neighborhood and redevelopment planning efforts, as well as the general public, so that it may be considered in current and future development.

IV. Policies

1. Prehistoric archaeological resources are of special concern to Native American groups. The City, represented by the Historic Preservation Officer and Commission, will consult with representatives of Native American tribes to identify concerns regarding the treatment of archaeological resources.

2. Preservation “in place” is the preferred outcome for the long-term management of historic properties. When this is not possible, relocation or documentation is the recommended alternative to preserve the historic characteristics of the property.

3. When the goals of the Historic Preservation Commission are in conflict with those of other boards, commissions, neighborhood or redevelopment planning efforts, a solution based on consensus and compromise (defined in a Memorandum of Understanding) is the preferred outcome.

V. Conclusion

As set forth above, this is a plan of action to implement the Tempe Historic Preservation Ordinance, and a mission statement for the Tempe Historic Preservation Commission. Strategic goals will be developed by the Commission as part of an action plan.