MEMORANDUM

TO: Historic Preservation Commission
FROM: Alex Smith, Deputy Community Development Director
DATE: December 11th, 2019
SUBJECT: 2019 Historic Preservation Commission Annual Report

Board and commission staff liaisons are required to prepare annual reports “detailing the work of [their] board or commission,” which must then be reviewed and approved by their board or commission. Approved annual reports are subsequently submitted to the City Clerk and provided to the City Council for review. 2019 annual reports must be submitted to the City Clerk by December 12th, 2019.

Staff has prepared a draft 2019 annual report for the Historic Preservation Commission Commissions consideration and approval. As noted in the report, the Tempe Historic Preservation Commission achieved significant forward progress as relates to goals included in the 2018 annual report. Additional work, however, is required to fully accomplish the stated goals. As such, the draft annual report retains the 2019 goals, with minor revisions, as 2020 goals for the commission.

The draft 2019 Historic Preservation Commission Annual Report is provided as Attachment A.

ATTACHMENTS:

A. Draft 2019 Historic Preservation Commission Annual Report
HISTORIC PRESERVATION COMMISSION
2019 ANNUAL REPORT

Description as Defined in Ordinance:
(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.

TCC § {14A-3(k)}

List of Board and Commission Members, Including Attendance and Service Dates:

<table>
<thead>
<tr>
<th>Board/Commission Members:</th>
<th>Service Dates:</th>
<th>Attendance Record:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Martin Ball</td>
<td>June 2017 - Present</td>
<td>Attended 7, no absences</td>
</tr>
<tr>
<td>Matthew Bilsbarrow</td>
<td>March 2017 – Present</td>
<td>Attended 7, no absences</td>
</tr>
<tr>
<td>Charles Buss</td>
<td>December 2013 – Present</td>
<td>Attended 7, no absences</td>
</tr>
<tr>
<td>Christopher Garraty</td>
<td>March 2017 – Present</td>
<td>Attended 6, missed 1</td>
</tr>
<tr>
<td>James Garrison</td>
<td>September 2016 – Present</td>
<td>Attended 7, no absences</td>
</tr>
<tr>
<td>Elizabeth Gilbert</td>
<td>April 2018 – Present</td>
<td>Attended 4, no absences</td>
</tr>
<tr>
<td>Gregory Larson</td>
<td>March 2018 – Present</td>
<td>Attended 4, no absences</td>
</tr>
<tr>
<td>Laurene Montero</td>
<td>March 2018 – Present</td>
<td>Attended 4, no absences</td>
</tr>
<tr>
<td>Joseph Nucci</td>
<td>March 2017 – Present</td>
<td>Attended 7, no absences</td>
</tr>
</tbody>
</table>

Name of Chair and Vice Chair:
- Chair – Charles Buss
- Vice Chair – Martin Ball

Staff Liaison and Contact Information:

| Staff Liaison: | Department: | Phone: | Email: |
Meeting Frequency and Location:
The Historic Preservation Commission has convened seven out of eleven months in calendar year 2019. The commission typically meets in Hatton Hall, on the Governor Benjamin B. Moeur House campus, at 6 p.m. on the second Wednesday of each month.

Number of Meetings Cancelled and Reason for Cancellation:
The Historic Preservation Commission did not meet in April, July, September, or October. All meetings were cancelled due to a lack of action items.

Vacancies and Duration of Vacancies:
There were no vacancies in 2019.

Subcommittee and Subcommittee Activity:
Did the Board/Commission have any subcommittees active during the reporting period? ☐ YES ☒ NO

N / A

Mission Statement:
The Tempe Historic Preservation Plan (Resolution 97.44; Resolution 2000.34) follows:

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 [complement] 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.

Accomplishments (Past 12 Months):

Key accomplishments of the Historic Preservation Office and the Historic Preservation Commission for 2019 include:

Hayden House: The Hayden House rehabilitation work continues including restoring the adobe walls, the opening of the southern courtyard, installation of new windows and doors, and the removal of the concrete and steel monolith in front of the building
100 Mill: Phase I and Phase II archaeological works has been completed/underway for the entire site. Findings to date bolster understanding of the prehistory and history of the project area.

Tempe/Hayden Butte: All communications equipment including the antenna tower, broadcast house, and support structure were removed from the butte.

Historic Preservation Plan/Inventory: Staff has secured funding and selected a consultant for an historic property inventory and preservation plan. The scope of work includes a Pre-1961 inventory of commercial, industrial and multi-family buildings in the Urban Core; a city-wide inventory of 1961 – 1975 properties; and an historic preservation plan.

Goals Related to City Council Strategic Priorities, if Applicable (Next 12 Months):

Goal: Complete an historic property inventory, an update to the Tempe Historic Preservation Plan and, if necessary, revising the City’s historic preservation ordinance to address gaps and opportunities identified in the revised historic preservation plan

City has engaged Archaeological Consulting Services, Ltd. (ACS) for the “Preparation of an Historic Property Survey and Inventory and a Historic Preservation Plan”. The Scope of Services includes three tasks:

Task 1: Urban Core Pre-1961 Inventory

An inventory of pre-1961 commercial, industrial, and multi-family housing properties be inventoried within the Urban Core that pre-date 1961 (the beginning date of inventory for the original RFQ). All properties pre-dating 1961 located within the Urban Core, with the exception of single-family residential and Arizona State University (ASU) properties, will be inventoried and assessed for National Register of Historic Places (National Register) eligibility. This inventory will include previously evaluated properties to ensure that their eligibility has not changed since the original documentation. All properties will be coded by property type and eligibility using GIS.

Task 2: Inventory and Research for 1961 – 1975 Properties

ACS will conduct a survey and inventory of individual properties (buildings, structures, and objects) and potential residential districts constructed between 1961 and 1975. The survey and inventory will locate representative styles within residential neighborhoods. This method allows us to capture the architectural styles, identify significance of those neighborhoods, and assess general integrity. Detailed information regarding character-defining features, circulation patterns, and number of contributors/noncontributors will not be collected for this study. Documentation of properties recommended eligible will be consistent with that prepared for the Historic Eligible classification used by the City; Historic Property Inventory Forms and Update Forms will not be required, although details regarding significance, integrity, and National Register eligibility will be provided. Properties recommended not eligible will be presented in a table with justification for the recommendation. All properties will be coded by property type and eligibility using GIS.

Task 3: Historic Preservation Plan

Based on previous experience and using other plans prepared for Salt River Valley cities as a guide, ACS anticipates the City’s historic preservation plan will include the following sections:

1. Regulatory Contexts
2. Summary of Prehistoric and Historic Contexts and Tempe Resources
3. Tribal Perspective
4. Preservation Program
5. Planning Considerations
Regulatory contexts will include discussion of federal, state, and municipal laws that apply to projects conducted within City limits, as well as the responsibilities of the City as a Certified Local Government (CLG). A summary of prehistoric and historic contexts will be presented. These will be brief but include examples of relevant historic property types in Tempe, as well as important aspects of integrity and significance for each property type. An annotated bibliography will be prepared to provide readers with references for large historic property studies and summaries. A tribal perspectives component will be prepared and included in the plan (please see detailed scope below). A discussion will follow regarding the current historic preservation program in Tempe. This section will include reference to the HPO and City process documents, as well as National Register designations, the local property register, Historic Eligible properties, applications and internal City processes, and the role of the HPC. Finally, planning considerations will be presented. This section will include historic preservation considerations with reference to historic preservation elements from the 2040 Plan, Urban Core Master Plan components, and recent Character Area development. This section of the plan will also provide goals and priorities, as identified by staff, consulting agencies, stakeholders, and the public regarding historic preservation in Tempe and how those will fit into the City’s short-term and long-range planning. Finally, the plan will include recommendations to help formalize these priorities into the City’s planning process. These recommendations will be prepared in consultation with the City Historic Preservation Officer and Project Manager.

The preparation of the plan will also include extensive Tribal and Public outreach.

Updating the City’s historic preservation plan and revising the historic preservation ordinance aligns with Council priorities two (... emphasizing the importance of open government, customer service and communication with community members...), three (... investment in neighborhoods, parks, the arts, human services, and city amenities...), and four (... sustainable growth and development strategies...).

**Goal:** Engage consultant and initiate a city-wide Cultural Resources Inventory and Blanket Archaeological Monitoring, Discovery and Treatment Plan

The City issued an RFQ for a consultant to prepare a city-wide Cultural Resources Inventory and Blanket Archaeological Monitoring, Discovery and Treatment Plan. The RFQ has closed and staff anticipates selecting a consultant before the end of 2019. The RFQ outlined a Planning Phase and a Working Phase:

**Planning Phase Services by the CRC may include:**

- Provide detailed independent knowledge of known archaeological sites within Tempe and the Salt River Valley;
- Provide detailed independent knowledge of monitoring and discovery plans and Arizona State Museum / Arizona State Historic Preservation Office / Section 106 / Section 4(f) submittal, review, and approval procedures;
- Identify key general stakeholder groups; and
- Provide project planning, scheduling, and execution, including at least four meetings with representatives of the Four Southern Tribes and other communities claiming ancestral affiliation with the Tempe, two general stakeholder meetings, and two Historic Preservation Commission meetings.

**Working Phase Services by the CRC may include:**

- A Cultural Resources Inventory inclusive of known archaeological sites, prehistoric canals and Traditional Cultural Properties;
- GIS maps (for internal use only) related to the items above;
- At least four meetings with representatives of the Four Southern Tribes and other communities claiming ancestral affiliation with the Tempe area
- At least two meetings with key general stakeholder groups identified in the Planning Phase;
- Two meetings with the Historic Preservation Commission; and
• Delivery of a Cultural Resources Inventory and Blanket Monitoring, Discovery, and Treatment Plan, crafted with input from City staff, the Four Southern Tribes, general stakeholders, and the Historic Preservation Commission.

Fulfillment of City responsibilities and compliance with all applicable cultural / historic resource laws, regulations, and agreements aligns with Council priorities number one (… commitment to… justice), two (… emphasizing the importance of open government…), three (… emphasis on equity), and four (… sustainable growth and development strategies…).