

**HISTORIC PRESERVATION COMMISSION MINUTES
CITY OF PEORIA, ARIZONA
POINT OF VIEW, DEVELOPMENT AND COMMUNITY SERVICES BUILDING
JULY 11, 2018**

A **Meeting** of the Historic Preservation Commission of the City of Peoria, Arizona, convened at 9875 N. 85th Avenue, Peoria, AZ in open and public session at 6:00 p.m.

Members Present: Chair Mike Heath, Secretary Mike Fusco, Commissioners Lauren Allsopp, Karen Garbe, Linda Spencer and Mary Lou McNeill

Members Absent: Vice-Chair Shelby Duplessis

Staff Present: Adam Pruett – Planning Manager, Randy Proch – Planner, David Benton – Assistant City Attorney and Della Ernest – Executive Assistant.

Opening Statement: The Opening Statement was dispensed with by Chair Heath

Roll Call: Read by Della Ernest

Call for speaker request forms.

Audience: none

Note: The order in which items appear in the minutes is not necessarily the order in which they were discussed in the meeting.

Commissioner Garbe and Vice-Chair Duplessis arrived prior to the Consent Agenda.

CONSENT AGENDA

All items listed with a “C” are considered to be routine by the Historic Preservation Commission, and were enacted by one motion.

1C **DISPOSITION OF ABSENCE:** Discussion and possible action to approve the absence of Secretary Mike Fusco from the Historic Preservation Commission meeting held on May 9, 2018.

2C **MINUTES:** Discussion and possible action to approve the minutes of the Historic Preservation Commission meeting held on May 9, 2018.

COMMISSION ACTION: Commissioner Garbe moved to approve the Consent Agenda items. The motion was seconded by Commissioner Spencer and upon vote, passed 6-0.

REGULAR AGENDA

NEW BUSINESS:

3R **STUDY SESSION:**

Topics presented to the Commission for discussion included:

- Heritage District vs Historic District
- Vacant Parcel Map
- Design Review for Old Town

Heritage District vs Historic District

Mr. Randy Proch provided the Commission with information regarding Heritage Districts and Historic Districts. On adding a Heritage District, Mr. Proch stated that Peoria can have a Heritage District if the area was focused around a specific area like Old Town, the zoning and designs standards would be updated to reflect the new direction.

Mr. Proch informed the Commissioner that two Arizona cities have utilized a Heritage District: Maricopa and Gilbert:

- Neither city has any historic properties or preservation intents and are not registered as a CLG with SHPO
- Both Heritage Districts are marketing tools managed by their respective Economic Development departments
- Each has a Revitalization or Heritage Advisory Board made up of business or home owners within the district
- A Heritage District can still be eligible for nomination for registration if the same criteria are met as the more often used Historic District

Mr. Proch also informed the Commission that a Revitalization board can be formed, if desired, to make recommendations and provide input on new projects within the area. This would require dedicated staffing, administration, and public participation from stakeholders in the area. The role of the Historic Preservation Commission would not change and could not act as the Revitalization Board.

Mr. Proch stated that a Heritage District is typically used as an economic driver for the area, and if the district met all qualifications, it can qualify for nomination to SHPO. Additionally, a Revitalization Board can be formed (typically made up of business owners and home owners within the district) to make recommendation on proposals within the area. The district is intended to celebrate the legacy and culture of the area.

At this time, Old Town Peoria is not considered a Heritage District, but does have a tiered number of policy documents, ordinances, and design standards that direct the vision of the area.

Secretary Fusco suggested that if possible, keep the façade/front of the building if the building itself cannot be saved similar to what Tempe has done.

Commissioner Allsopp commented that heritage districts guide design standards but also create a sense of pride although there are no tax benefits like a historic district. Commissioner Allsopp also stated that inside a historic district, all properties are either contributing or non-contributing. The State Historic Preservation Office defines a property as contributing or non-contributing. If one thing is changed, the property is contributing, if it's two or more then it is non-contributing.

Commissioner McNeill commented that in Glendale, contributing properties receive a plaque acknowledging they are complying with the requirements/design review of the heritage or historic district.

Commission Garbe requested to give some sort of award to homeowners that actively try to preserve their properties and also update the walking tour map.

Mr. Pruett asked the Commission if they would be opposed to forming a heritage district that is not formally recognized by State Historic Preservation Office.

Commissioner Allsopp commented that defining an area it isn't always about receiving SHPO approval and while properties can be nominated locally, state-wide or nationally, the city can define the district as they like.

Mr. Proch stated he can look into properties that are at least 50 years old in order to form an area that could qualify for a possible historic district.

Mr. Pruett inquired if the success of a historic district is a function of its size.

Commissioner Allsopp stated there is no standard and the boundary of any district, heritage or historic, is based on what the history yields for a given area.

Vacant Parcel Map

Mr. Proch presented the Commission with a map of vacant parcels in Old Town owned by the City.

Commissioner Allsopp asked if the vacant parcels that were once zoned for commercial could be purchased and developed into residential properties.

Mr. Proch stated that due to the CCM zoning, vacant parcels could be developed into residential properties.

Mr. Pruett also asked the Commission once the heritage districts are in place, would there be a value in maintaining a map of vacant parcels within the districts regardless of ownership.

Commissioner Allsopp stated it would be good to be aware of what the zoning is for the vacant lots.

Commissioner McNeill asked if staff is working with other cities to see how they are handling historic preservation.

Mr. Pruett confirmed that Mr. Proch has been in contact with Gilbert and Maricopa for research on this project, but anytime we take on design standards, we have to see what other cities are doing.

Design Review for Old Town

Mr. Pruett presented a background on the Design Review Manual and staff's intent to update/refresh the design standards per the City Council's renewed interest. During this time, there may be an opportunity to explore new standards for Old Town single-family

and custom homes. Staff may seek input from Historic Preservation Commissioners to develop standards of general applicability, though the Commission would not hear Design Review appeals.

Staff is working with City Council and Clerk's Office to populate the now-combined DRB – this was previously Design Review Advisory Board, which heard appeals and Design Review Standards Board which set standards. Research is under way for options to maximize the Board's effectiveness without overburdening the development process.

Mr. Pruett noted that some challenges with Design Review for Single-Family Residential are:

- When is a home is no longer residential – what standards would apply? The Old Town Mixed Use Zoning District (CRM) allows some commercial uses in residential buildings/parcels.
- Most co construction in the area is renovation or additions. When do standards apply and to what portion of the home (i.e. renovation of 10% of the home vs. 80%)?
- Non-registered, non-historic homes in a non-historic district to be held to what standard(s)? Can DR function as a 'de-facto' historic district by requiring 'period-correct' elements / materials for single-family homes within the supplemental standards of the Design Review Manual?
- Common standards such as prohibiting roof-mounted mechanical equipment are problematic in the renovation of old, smaller homes. Would simply adding an a/c unit without any other renovation require a DR application?

Commissioner Allsopp commented that it looks like the Design Review Manual could assist in the development of guidelines for a historic district.

Chair Heath asked where Castle Rock Springs is located.

Mr. Pruett stated it is located in an unincorporated part of the county.

Chair Heath asked if old town area has been given a name.

Mr. Pruett stated while there has been suggestions, the public has pushed back on anything other than Old Town.

CALL TO THE PUBLIC (NON-AGENDA ITEMS):

None

UPDATES FROM STAFF:

Mr. Pruett notified the Commission of the next meeting on September 12, 2018.

Mr. Pruett mentioned new staff member Amanda Beck who filled the vacant planner position. There are currently five planners and one will be gone for approximately six months beginning in January as part of her guard deployment/duties.

REPORTS FROM HISTORIC PRESERVATION COMMISSION:

Chair Heath welcomed the newest member to the Historic Preservation Commission, Commissioner Mary Lou McNeill.

ADJOURNMENT: There being no further business to come before the Historic Preservation Commission, the meeting adjourned at 7:31 p.m.

Mike Heath, Chair

Date Signed