



## HERITAGE NEIGHBORHOOD RECOGNITION PROGRAM

### INSTRUCTIONS FOR FILING AN APPLICATION FOR A HERITAGE NEIGHBORHOOD

This guide has been prepared to assist neighborhoods in the preparation of an application for designation as a Mesa Heritage Neighborhood.

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#### GOAL AND PURPOSE

The City has established the **Mesa Heritage Neighborhood Recognition Program** to provide recognition to neighborhoods in Mesa with unique historic, social, and/or cultural events that have contributed to a unique character and sense of history. While these neighborhoods may, or may not, have the integrity of physical structures needed to become a local or national historic district, they do have a sense of the physical form (size and scale of buildings and their relationship to each other) from the historic period and a significant story to tell.

It is noted that while a Heritage designation is different from a historic district, the neighborhood can benefit from the recognition without the added zoning restrictions or tax incentives of a historic district.

The Mesa 2040 General Plan approved by the City Council in June 2014 places a strong emphasis on the maintenance and preservation of neighborhoods. Several objectives within the General Plan point to the long-term value of helping existing neighborhoods maintain their unique sense of history and place as a way to build neighborhood pride and help property owners and residents continue to invest in the neighborhood.

The Mesa Heritage Neighborhood Recognition Program is a tool to help build neighborhood pride and identity. This program can be used in Mesa neighborhoods that have played a role in shaping our community while providing a sense of place for its residents. This recognition will help develop a greater sense of neighborhood pride and identity which will, in turn, help maintain or improve neighborhood stability.

More particularly, implementation of this program will foster neighborhood maintenance and redevelopment that maintains the historic character by:

- identifying distinctive characteristics of the neighborhood's setting, buildings, structures, landscape features, and public spaces;
- discouraging demolition of significant buildings and structures or removal of character-defining landscape features;
- encouraging continued use of design, building forms, and development patterns that are traditional for the neighborhood; and/or
- providing a means for the property owners and residents to document and celebrate the unique social and cultural heritage of their neighborhood.

### **BENEFITS AND RECOGNITION**

Becoming recognized as a Mesa Heritage Neighborhood has several benefits. The first benefit comes from going through the process. The process of preparing the application will require neighbors to get together and document the history of their neighborhood. This process brings about the positive benefits of bringing people together and building social connections that increase the feeling of stability, safety, and a higher quality of life.

The process will also provide opportunities for the neighborhood to develop an understanding and appreciation for their heritage and the relationships between patterns of activities and the built environment. Once the neighborhood receives the recognition as a heritage neighborhood residents will have an enhanced sense of pride and ownership for the neighborhood that will help with ongoing neighborhood maintenance and preservation.

Upon completion of the process, the recognition will bring added visibility to the neighborhood, adding to its curb appeal and value.

The heritage neighborhood designation does not result in any guarantee for additional funding to the neighborhood. For instance, this program does not involve tax rebates or redevelopment funding. However, as a Heritage Neighborhood, there may be a possibility of Community Development Block Grant (CDBG) funding to assist in neighborhood homeowner housing rehabilitation or community facilities. In addition, it does not place any additional zoning or development restrictions or requirements on properties. It does help commemorate the neighborhood's values within the area and contributes to a sense of place and ownership. It also focuses City and neighborhood attention on the ongoing efforts to preserve and maintain neighborhoods that receive this designation.

Once designated, city staff will work with the neighborhood to plan how the methods shown below will be used to recognize the neighborhood as a Heritage Neighborhood:

- One neighborhood identification sign on major streets bordering the neighborhood.
- Modification of selected street signs to include the Heritage Neighborhood designation.
- Documentation of the important elements of historic development form (relationship of streets to buildings, scale of buildings, etc.) that the neighborhood desires to be preserved and maintained to the extent possible.
- Adding the neighborhood and a description of its history to the Mesa Heritage Neighborhood Register.

### **SUBMISSION REQUIREMENTS AND APPROVAL PROCESS**

Neighbors who are considering applying for the Heritage Neighborhood Recognition Program are encouraged to contact the Historic Preservation Office as soon as possible to obtain further assistance and guidance with the application process. To begin the process, neighborhood property owners, residents, institutions, and businesses need to work together to determine that the following criteria must be met.

#### **Criteria for Heritage Recognition:**

1. The majority of the neighborhood was originally developed at least 50 years ago.
2. The overall character of the neighborhood, in terms of types and scale of building, remains the same as in the historic period.
3. Documentation is submitted indicating that, during the historic period, the residents and/or business owners in the area worked together to create a unique and identifiable neighborhood character distinguishable from their surroundings or neighboring areas that brought people together and continues to influence the nature of the neighborhood.
4. There are unique and identifiable physical characteristics that create the fabric of the neighborhood (i.e. building scale, material, color, proportions, or other historical associative or contextual values).
5. Residents are able to document the people, events, and/or cultural heritage that influenced the neighborhood's historic integrity.

If the neighborhood representatives believe they meet the criteria and want to begin the process of consideration, they must complete and submit the attached

application form to the City of Mesa Office of Historic Preservation, at the location shown below on Monday through Thursday between 7:00 a.m. and 6:00 p.m.

**Historic Preservation Office  
Planning Division  
55 N Center St  
Mesa, AZ 85201  
(480) 644-4273**

### **Consideration Process:**

Consideration for the process of designation of a neighborhood as a Mesa Heritage Neighborhood requires the following:

1. A completed and submitted application form (see pages 5 & 6, no fee required) to include:
  - The names of strong core of neighborhood residents who support the designation process, sign the application, and who work toward approval.
  - Clearly defined boundaries of the neighborhood.
  - At a minimum, a preliminary description of the important historic aspects and physical features of the neighborhood that warrant designation as a Heritage Neighborhood.
2. Review by staff that the neighborhood boundaries can be clearly defined and that the criteria for designation have been met.
3. Neighborhood property owners and residents organize one or more neighborhood meetings to present the idea to the neighborhood, solicit feedback and comments, gather further ideas for what needs to be included in the neighborhood history, and demonstrate support for the designation by the neighborhood.
4. The neighborhood residents, property owners, and businesses, with assistance from city staff, work together to further document the character defining elements of the neighborhood, including the street patterns, building forms, historic uses, and significant landscape features. The neighborhood and staff also work together to record overall neighborhood history and identify specific historic places and any people from the neighborhood to be recognized.
5. Review and recommendation by the Historic Preservation Board. Review by the Board may also consider the additional possibilities of some or the entire neighborhood being considered for Historic Landmark or Historic District designation.
6. Submission to the City Council for approval of the designation by resolution.

7. Staff, with neighborhood input, create and install neighborhood identification signage for City street signs in the neighborhood.



Date Received: \_\_\_\_\_

Date Accepted: \_\_\_\_\_

HPB Recommendation: \_\_\_\_\_

Council Action: \_\_\_\_\_

## Heritage Neighborhood Application

**I. APPLICANT INFORMATION** – at least three people representing the neighborhood must sign the application and serve as key contact people for the process. Other neighborhood residents, property owners, and business owners who support the recognition process are encouraged to sign a separate form showing their support.

Name/signature:	Phone:	Cell:
Address:	City/State/Zip Code:	Email:
Name/signature:	Phone:	Cell:
Address:	City/State/Zip Code:	Email:
Name/signature:	Phone:	Cell:
Address:	City/State/Zip Code:	Email:
Additional Names attached <input type="checkbox"/>		

## **II. NEIGHBORHOOD INFORMATION**

1. Neighborhood name and boundaries.

2. Brief history of the neighborhood. (If possible, include year development first started, key people who lived in the neighborhood, important cultural or social characteristics, and elements that make it a special place to residents, etc.)

Continued on additional sheets ☐

3. Brief description of important physical features that help define the neighborhood. Concerns for changes that might negatively affect the historic character of the neighborhood.

Continued on additional sheets ☐