



Yearly Update and Orientation

**HISTORIC  
PRESERVATION  
BOARD**

<<< 2024 >>>

# Agenda - Planning



- Planning Division Functions
- Land Use Review Process
- Tools for Land Use Review
- Zoning Basics and Land Use Regulations
- Tools For Land Use Review

# Agenda – Historic Preservation



- Role of the Historic Preservation Board
- General Historic Preservation Terminology
- Certified Local Government
- Meetings
- Open Meeting Law

# Planning Division Functions



Long-Range Planning



Current Planning



Historic Preservation

# Land Use Review Process



## Land Use Application Review

Staff Review  
(iterative)  
Recommendation

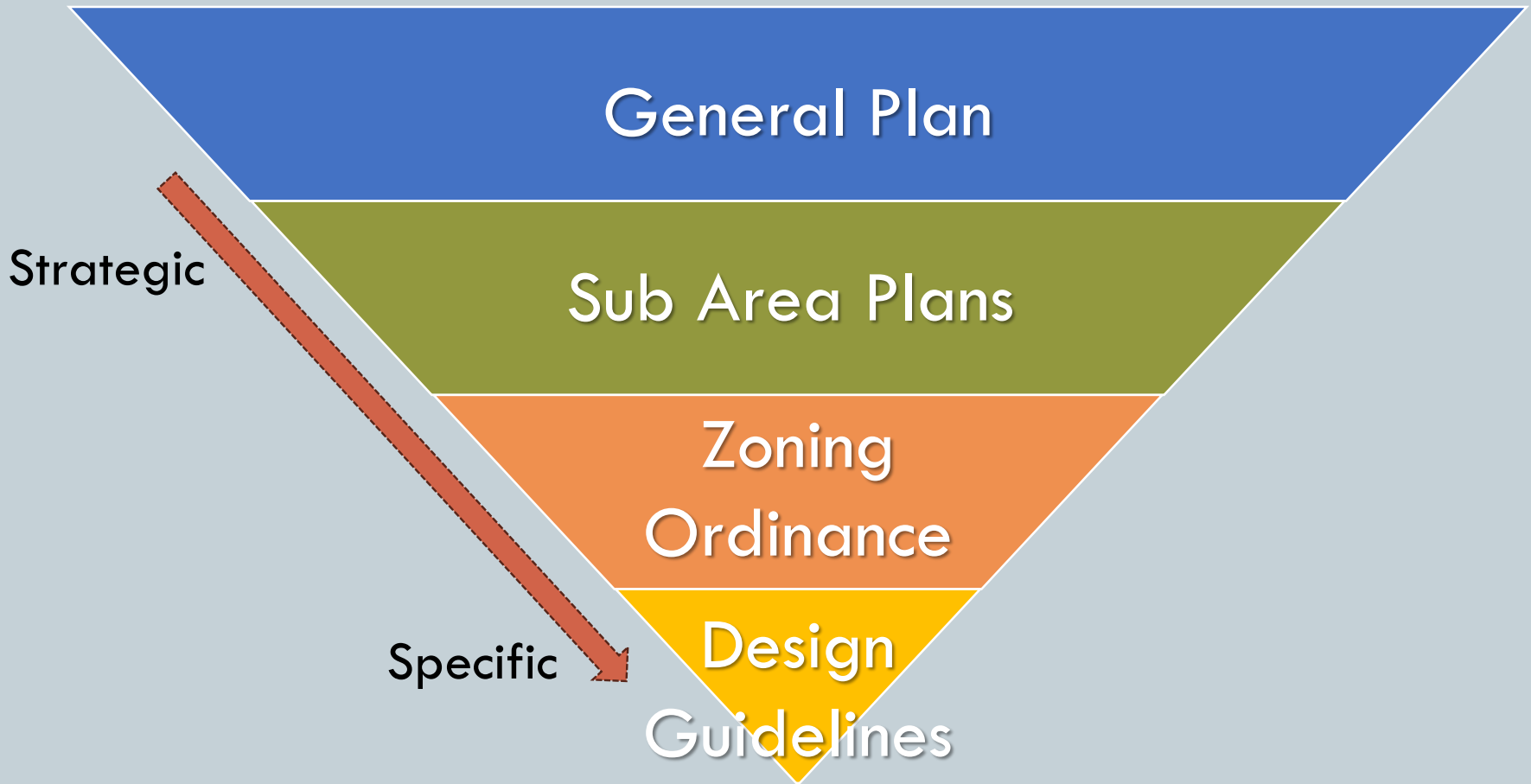
## Public Meetings

Public Notice  
Staff Report

## Entitlements

Approval from  
Planning Director,  
BOA, P&Z, or CC

# Tools for Land Use Review

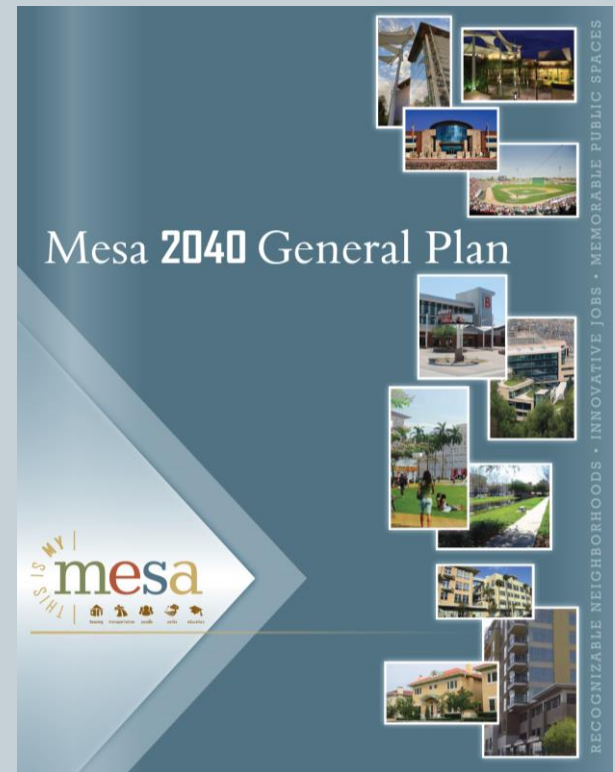


# Tools for Land Use Review



## GENERAL PLAN

- Official policy guide to achieve desired physical development
- Expression of resident's values and aspirations
- Guides future plans, programs, investments, and other government activities
- Reference point for decision making - helps provide continuity over time



# Tools for Land Use Review



## WHY ARE THEY NEEDED?

### Ordinances/Laws that:

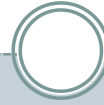
- Direct growth
- Ensure quality development
- Enhance health, safety, morals, and welfare of the City

### Without Them:

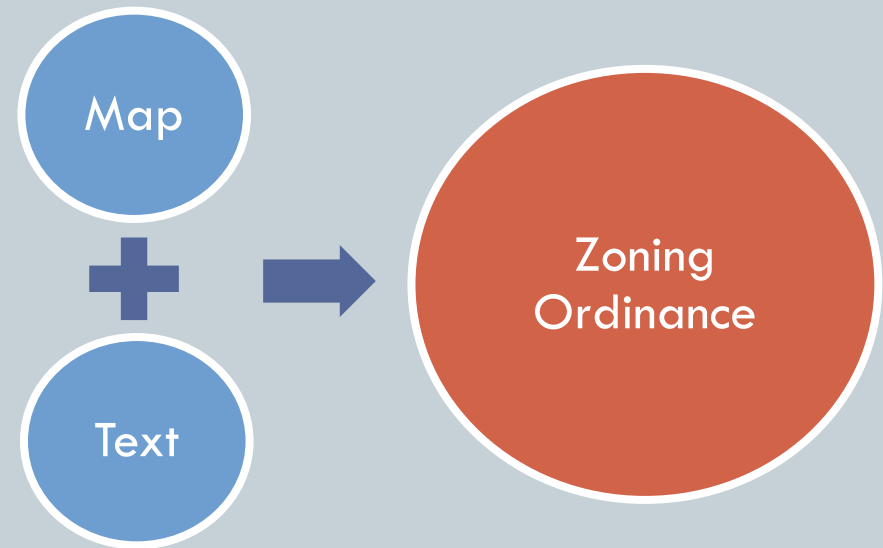
- Conflicts in land use (e.g. - industrial near residential)
- Impacts on quality of life
- Increased cost of development – no certainty
- Impacts to natural resources
- Impacts on land values – loss of investment



# Tools for Land Use Review – Zoning



- Implement the future land uses and built environment defined in the General Plan
- Division of land into districts or zones
- Regulate land uses
- Identify specific development standards (i.e., setbacks, building heights, and lot coverage)



# Historic Preservation Board



- Comprised of a Seven (7) Member Board
- Advisory body for the Historic Preservation Office
- Members of the Board shall be selected from the areas of architecture, history, architectural history, planning, landscape architecture, archaeology, cultural geography or anthropology, or have demonstrated strong interest in past matters that involve historic preservation issues.

# Historic Preservation Board



- **Historic Designations**
  - Designate properties for listing on the MHPR
  - Ideas for future areas for designation
- **Design Review**
  - Appeal body
  - Updates to design guidelines
- **Work to Maintain MHPR**
  - Educational outreach to historic property owners
  - Resources for property owners
  - Demolition policy

# Historic Preservation Board



## ○ Powers and Duties

- (A) **Review and make recommendations** on any matter or request or appeal that will appear on an agenda before the Downtown Development Committee or Planning and Zoning Board or City Council **involving sites nominated or approved for Historic Landmark (HL) or Historic Preservation (HP) overlay district, or other matters involving general historic preservation** issues as they pertain to Mesa.

# Historic Preservation Board



## ○ Powers and Duties

- (B) **Hold public hearings and make recommendations to the Downtown Development Committee or Planning and Zoning Board on requests for amendments to the zoning map and Zoning Ordinance regarding Historic Preservation (HP) overlay districts and designation of Historic Landmarks (HL) within the corporate City limits.**

# Historic Preservation Board



## ○ Powers and Duties

- (C) **Hear and decide appeals from the decisions of the Historic Preservation Officer regarding proposed development, renovation, additions, alterations, or demolition of buildings and structures or sites designated or nominated Historic Landmark (HL) or within Historic Preservation (HP) overlay districts** for the purpose of deciding whether clearance for a building permit should be issued. The review shall be limited to building size, scale, exterior elevation, design, color, and appearance to assure compatibility with the historic character of the property, neighborhood, and environment.

# Historic Preservation Board



## ○ Powers and Duties

- (D) **Establish and maintain the Mesa Historic Property Register and periodically conduct studies** for the purpose of assessing the potential of buildings, structures, or areas for designation as historic sites or districts.

# Historic Preservation Board



## ○ Powers and Duties

- (E) **Hear and/or make recommendations to the City Council and periodically review guidelines to evaluate requests for development, renovation, alteration to historic districts, landmarks, and historic properties, or demolition of buildings and structures on sites designated as historic districts or historic landmarks.** Such guidelines may include building location, minimum yard sizes, average heights, materials, color, architectural features, and other characteristics and cultural features found in the approved district.



# Historic Preservation Board



## ○ Powers and Duties

- (F) **Hear and/or make recommendations to the City Council regarding acquisition by the City** of structures or easements for maintenance or repair of structures **for their preservation**, where private preservation is not feasible.
- (G) Hear and/or make recommendations on other matters as directed by the City Council.

# Historic Preservation Terminology



- **HP** – Historic Preservation
- **CLG** – Certified Local Government
- **SHPO** – State Historic Preservation Office
- **THPO** – Tribal Historic Preservation Office
- **NPS** – National Park Service
- **NRHP** – National Register of Historic Places  
(honorary)
- **MHPR** – Mesa Historic Property Register  
(regulatory)
- **SOI** – Secretary of the Interior

# Historic Preservation Terminology



- **Secretary of the Interior's Standards/ Guidelines**

- Preservation
- Reconstruction
- Restoration
- Rehabilitation

- **Historic-Designated**

(Local and/or National)

- Historic Landmark (HL)
- Historic District (HD)
- Heritage Neighborhood (HN)

- Not Eligible

- Eligible

- Contributing
- Noncontributing

# Historic Preservation Terminology



- **Cultural Resources** – Historic Built, Cultural, and Archaeological Resources within the City of Mesa
- **Historic Resource Types**
  - Buildings (house, bank, grocery store, barn)
  - Structures (bridge, tower)
  - Districts (residential or commercial neighborhood)
  - Sites (battlefield, Native American mounds)
  - Objects (individual neon sign, steamboat, fire engine)
- **Multiple Property Listing**
  - Gas Stations, Signs, etc.

# Historic Preservation Criteria



- Generally, a property should be at least **50 years** of age before being considered for Historic Designation
- Must also meet criteria of **Significance** and **Integrity**
- **Areas of Significance**
  - A: Event
  - B: People
  - C: Architecture
  - D: Archaeological Potential
- **Aspects of Integrity**
  - Location
  - Setting
  - Design
  - Materials
  - Workmanship
  - Feeling
  - Association

# Certified Local Government



Mesa is a **Certified Local Government (CLG)**. CLGs are entities that have established preservation programs that meet the following six (6) requirements:

- The municipality has entered into an agreement with the State Historic Preservation Office (SHPO) and the National Park Service (NPS) to commit to work collaboratively to fulfill the goal of **preserving, protecting, and increasing awareness of heritage resources.**

# Certified Local Government



- CLGs possess local preservation ordinances and Historic Preservation Commissions and processes to **identify and designate significant historic properties worthy of preservation.**
- They also **possess professional staff to administer their program, and a process of design review** to ensure that designated properties are appropriately preserved and considered in planning.

# Certified Local Government



- CLGs play an active role in assisting the State in the process of nominating properties within their jurisdiction, to the National Register of Historic Places, and as consulting parties to Section 106 of the National Historic Preservation Act.
- CLGs are eligible for specialized assistance and funds for developing their own local preservation programs.
- They are active participants in local and state preservation initiatives to protect and preserve Arizona's cultural heritage.



# Meetings



- Quorum - At least 4 members of the Board must be present
- The Chair, or in the Chair's absence, the Vice Chair, shall
  - Lead the meeting
  - Maintain order
  - Be the final decision maker for meeting management questions
- If both the Chair and Vice Chair are absent the Board will elect a presiding officer for the meeting

# Meetings



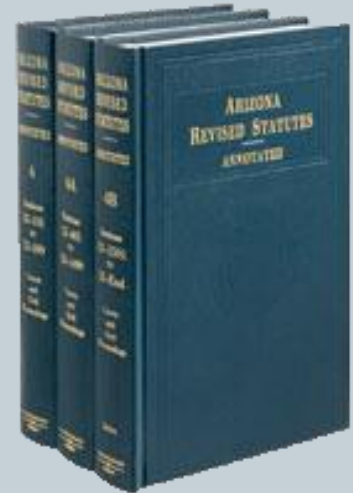
- The Board can only discuss or take action on items adequately described on the agenda
- Agenda must be posted 24 hours in advance
- A concurring vote of a majority of the Board is required to pass a motion
- Meetings of the Board must be open to the public
- Minutes of proceedings kept and filed with the Planning Division as a public record

# Open Meeting Law



## ARIZONA OPEN MEETING LAW ARIZONA REVISED STATUTES TITLE 38, CHAPTER 3, ARTICLE 3.1

“It is the public policy of this state that meetings of public bodies be conducted openly, and that notices and agendas be provided for such meetings which contain such information as is reasonably necessary to inform the public of the matters to be discussed or decided.” A.R.S. § 38-431.09



# Definition of a Public Body

**Public body:** means the legislature, all boards and commissions of this state or political subdivisions including all quasi-judicial bodies and all standing, special or advisory committees or subcommittees of, or appointed by, the public body.



ARIZONA  
OPEN MEETING LAW

# Definition of A Meeting



**Meeting:** The gathering, in person or through technological devices, of a quorum of members of a public body at which they discuss, propose or take legal action, including any deliberations by a quorum with respect to that action.

**Serial Meeting:** The gathering, in person or through technological devices, of less than a quorum of the public body at which they discuss, propose or take legal action, and later the same discussion is had with other members of the public body which constitutes a quorum.



Traditional Meeting



Electronic Meeting

# Social Events and Social Media



- If a quorum is present at a social event - the board members cannot discuss any item that may come before the Board
- Do not discuss business or items that may come before the Board with other members outside of a formal, noticed, and agendized meeting
- Can express an opinion or discuss an issue with the public at a venue other than a meeting, through the media, other public broadcast communications or technological means if:
  - The opinion or discussion is not principally directed at or directly given to another member of the public body
  - There is no concerted plan to engage in collective deliberation to take legal action

# Violations



- Actions taken by the Public Body are null and void
- Attorney General or County Attorney may investigate
- Potential Penalties:
  - Civil penalties
  - Removal of an individual member if the court makes a finding of intent
  - Assess the individual member with all costs awarded to the plaintiff
  - May not spend public monies for legal counsel



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HISTORIC PRESERVATION

<<< **Questions?** >>>