

Draft Minutes Neighborhood Advisory Commission October 4, 2023



Minutes of the Neighborhood Advisory Commission (NAC) Meeting held on Wednesday, Oct. 4, 2023, hybrid meeting with in-person attendance option along with virtual component option via Microsoft Teams platform

(MEMBERS) Present: Hannah Moulton Belec, Lane Carraway, Martha Carter, Jana Lynn Granillo, Gabe Hagen, John Kozel, Stacy Novis, Nancy Puffer, Suri Wall, Duane Washkowiak

(MEMBERS) Absent: Brandon Abrahams, Annette Fields, Kriste Melcher, Joel Stern, Nicholas Weller

City Staff: Shauna Warner, Neighborhood Services Manager; Keith Burke, Deputy City Manager; Dr. Zachary Lechner, Historic Preservation Officer

Agenda Item 1 – Call to Order

The meeting was called to order at 5:32 p.m. by Vice Chair Hagen

Agenda Item 2 – Public Comment

There was none.

Agenda Item 3 – Review and approval of meeting minutes: Sept. 6, 2023 NAC Meeting

Motion: Commissioner Carraway made a motion to approve the Sept. 6, 2023 minutes as presented.

Second: Commissioner Washkowiak seconded the motion

Result: Minutes were approved by a unanimous vote of those present, 8 - 0

Commission Member Ayes:

Hannah Moulton Belec, Lane Carraway, Martha Carter, Jana Lynn Granillo, Gabe Hagen, John Kozel, Stacy Novis, Duane Washkowiak

Absent: Brandon Abrahams, Annette Fields, Kriste Melcher, Nancy Puffer, Joel Stern, Suri Wall, Nicholas Weller

Commissioners Puffer and Wall joined before Agenda Item 4

Agenda Item 4 – Proposed Changes to Historic Preservation Ordinance

Dr. Zachary Lechner reviewed the proposed changes to the Historic Preservation Ordinance.

The major changes proposed, based in part on priorities in the 2022 Historic Preservation Plan, include:

1. Increasing the maximum length of stays on issuing demolition permits for Historic properties from 180 to 365 days and Historic Eligible properties from 30 days to 60 days, as well as imposing a maximum stay of 60 days on issuing demolition permits for all properties 50 years or older.
2. Revising and clarifying the “Violations” section of the ordinance
3. Waiving application fees to designate a property in the Tempe Historic Property

Register

4. Expanding the definition of Archaeologically Sensitive areas
5. Aligning notification requirements in the ordinance with those in the Zoning Development Code.
6. Aligning language related to filing protests against a proposed historic district with the procedures mandated in A.R.S. 9-462.04(H).

Staff is currently collecting input into the changes and held a public meeting on Sept. 26. Commissioners can provide input individually through a survey at tempe.gov/Forum. Proposed ordinance changes would go to a future Historic Preservation Commission (HPC) meeting, then to Tempe City Council.

Timeline:

- November 8: Historic Preservation Commission meeting: Request for recommendation of adoption
- November 30: City Council meeting: 1st hearing/introduction of request for adoption
- December 21: City Council meeting: 2nd hearing/decision on request for adoption

Question: What does the list of historic eligible properties consist of that could be potentially designated?

Answer: It's not an exhaustive list, Historic Preservation commissioned a survey of historic properties and cultural resources in city, but it didn't look at individual residential properties.

Question: The proposed changes mainly speak about demolition. Is it for those that are already designated, or might be deemed eligible by age? What if they don't want to demo, but want to flip? If they buy a home and want to fix it up, are they on a list for a year?

Answer: If you do not live in a designated local historic district or don't have a listed home, you are allowed to make any changes to home. The current Historic Preservation Ordinance outlines the process to list homes and districts. The proposed process changes are limited to exterior changes for historic properties and historic eligible. Currently, if a request comes through for a property on historic register, it is reviewed by the Historic Preservation Officer and would be issued a certificate of no effect (can proceed with permitting process) or a certificate of appropriateness for major changes, which goes through HPC. The applicant makes the request, HPC decides whether to approve or deny. If it is an historic eligible property and it proposes changes to exterior, HPO reviews, but it is ultimately up to property owner.

Question: Do you see any pushback to changes? and if yes, what kind?

Answer: There have been some questions asking why to move the stay of demolition from 6 months to one year. Representative from Chamber of Commerce on concerns with provision to review properties over 50 years and potential to issue stay of demolition. Positive feedback from meeting, lots of historic preservation professionals.

Agenda Item 5 – Zoning and Development Code Text Amendments

Staff provided an overview of Code Text Amendments to the Zoning and Development Code that are being brought forward for consideration and action.

1. Change in Industrial Districts (GID and HID) maximum allowed building heights, from 35' to 65' to be consistent with the City Council adopted Maker District Design Guidelines and the Smith Innovation Hub Design Guidelines, both adopted on June 23, 2022. Both design guideline plans focused on areas primarily of industrial use.

2. Removal of the Short-Term Rental regulations in the Zoning and Development Code. Section 3-428, Vacation and Short-Term Rentals. In January of 2023, the City Council adopted a new section in the City Code, under Chapter 16A, Article X, Short-Term Rentals and Vacation Rentals.

3. Amending Security Plan language based on changes approved in City Code, on May 26, 2022. These changes mostly consist of matching the revised business language of which uses require a security plan.

The code text amendments will be scheduled for public hearings:

Development Review Commission recommendation	October 10, 2023
City Council – Introduction and First Public Hearing	October 26, 2023
City Council – 2 nd and Final Public Hearing	November 9, 2023

Commissioner Granillo asked that Planning staff follow up with “What businesses require a security plan?”. Commissioners will also be provided a copy of the Smith Hub and Broadway Maker’s District Guidelines.

Agenda Item 6 – 2024 Neighborhood Celebration Event – Awards Categories Discussion

Commissioners discussed whether to keep individual nomination forms or to have one universal nomination form. Instead of soliciting nominations from defined categories, the approach would change to nominations being solicited, and during a review meeting of nominations received, members would collectively identify any award winners and determine the specific name/recognition for each of the honors being given out.

Commissioners agreed to using one universal nomination form, but asked that it mention typical categories and be specific to what information is needed to collect to determine what awards to hand out. They also highlighted the importance of marketing the solicitation of award nominations.

Staff will bring back a sample universal form to the November meeting.

Agenda Item 7 – First Draft 2023 Annual Report

Staff asked Commissioners to reach out if they wanted something specific included in the report and noted that a more refined draft would be available at the November meeting.

Agenda Item 8 – Proposed Future Agenda Items

- Accessory Dwelling Unit Code Updates
- General Plan 2050 Update
- Habitat for Humanity Overview with Tempe Project Updates and Volunteer Opportunities
- January 3, 2024 Meeting Date Discussion
- 2024 Neighborhood Celebration Event Ideas and Awards Category Discussion
- Draft 2023 Annual Report (will include 2024 goals and priorities) and final check in regarding status of 2023 Commission goals and priorities

Agenda Item 9 – Adjournment

Meeting was adjourned at 6:44 p.m.

Prepared by: Shauna Warner