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**CITY OF TEMPE  
HISTORIC PRESERVATION COMMISSION**

**Meeting Date: 05/11/2022  
Agenda Item: 3**

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## **Memorandum**

To: Historic Preservation Commission

From: Zachary J. Lechner, Historic Preservation Officer

Date: May 5, 2022

Subject: Agenda Item #3, Remarks by Chair

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Chair Kyle Woodson, who was elected to his leadership position on the Historic Preservation Commission at the April 2022 meeting, will share brief remarks.

### **ATTACHMENTS:**

List of Commission members and staff  
List of Abbreviations and Acronyms  
Tempe HPC Rules of Procedure  
Condensed Robert's Rules of Order: [link 1](#), [link 2](#)



# Historic Preservation Commission

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Members	Expiration of Term
David Fackler, Vice Chair	(1) 3-31-2025
Chris Garraty	(2) 3-31-2023
Jim Garrison	(2) 3-31-2023
Elizabeth Gilbert	(1) 3-31-2023
Kiyomi Kurooka	(1) 3-31-2025
Gregory Larson	(2) 3-31-2024
Laurene Montero	(2) 3-31-2024
Reylynne Williams	(1) 3-31-23
Kyle Woodson, Chair	(1) 3-31-23

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(2) Serving last term, (1) Serving first term, (U) Serving Unexpired term

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## Staff Members

Shelly Seyler	Community Dev Interim Director	480-350-8854	Shelly_Seyler@tempe.gov
Ambika Adhikari	Principal Planner	480-350-8367	Ambika_Adhikari@tempe.gov
Steve Abrahamson	Principal Planner	480-350-8359	Steve_Abrahamson@tempe.gov
Zachary Lechner	Historic Pres Officer	480-350-8870	Zachary_Lechner@tempe.gov
Teresa Voss	Assistant City Attorney	480-350-8814	Teresa_Voss@tempe.gov
Joanna Barry	Admin Assistant II+	480-858-2088	Joanna_Barry@tempe.gov

Last Updated May 5, 2022

# Historic Preservation Commission

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## Frequently Used Abbreviations and Acronyms

Revised 5/2/2022

CDD – City of Tempe Community Development Department: Established on February 15, 2005, the CDD today consists of four divisions: Planning, Building Safety, Code Compliance, and Neighborhood Services. The Tempe Historic Preservation Office is a part of the Planning Division.

CLG – Certified Local Government: In 1980, Congress established a framework for local preservation programs through an amendment to the National Historic Preservation Act empowering cities and counties to become Certified Local Governments (CLGs). Once certified, these entities are eligible for specialized assistance and funds for developing their own local preservation programs and entitled to comment on National Register nominations and other SHPO activities within their boundaries. The City of Tempe became a CLG in 1997.

DDA – Development & Disposition Agreement: A redevelopment agreement between the City and one or more developers or redevelopers specifying terms and conditions for construction or reconstruction.

DRC – City of Tempe Development Review Commission: City Council-appointed board advising Mayor and Council on matters related to the built environment and administration of the General Plan and the Zoning and Development Code.

GRIC – Gila River Indian Community: An alliance of two tribes, the Akimel O'odham (Pima) and the Piipaash (Maricopa). Congress established self-government of the community in 1939. The community covers more than 600 square miles and is the largest Native American community in the Phoenix metropolitan area.

HPC – City of Tempe Tempe Historic Preservation Commission: Created by Ordinance 95.35, adopted November 9, 1995. Members serve three-year terms except for the initial appointments; charged with administering the Tempe Historic Preservation Ordinance and Plan, as well as advising the Mayor and Council on all matters related to historic preservation.

HPO – City of Tempe Historic Preservation Office: Responsible for the identification and conservation of Tempe's prehistoric and historic cultural resources, the office uses federal, state, and City funding for the historic preservation program and assists owners of historic properties with grant applications, property maintenance, and preservation activities. Also provides staff support to the Tempe HPC.

IEBC – International Existing Building Code: Adopted by Tempe City Council by Ordinance No. 2005.89 on December 1, 2005, as part of the code body promulgated by the International Code Council, provides means for preservation of existing Tempe building inventory through reasonable and feasible code processes.

IRS – Issue Review Session: Informal Mayor and Council public meeting where members of the public may come forward and talk with City Council during the “Call to the Audience” prior to regular Council meetings.

National Register – National Register of Historic Places: Program established by the National Historic Preservation Act of 1966 that recognizes properties of local, state, and national significance. An application nominating a property for listing on the National Register is reviewed by the SHPO and then by the Arizona Historic Sites Review Committee before formal application is made to the Keeper of the National Register in Washington, DC.

NPS – National Park Service: The City of Tempe is a Certified Local Government through an inter-governmental agreement with the US Department of the Interior National Park Service and the Arizona State Historic Preservation Office.

PAD – Planned Area Development: A zoning overlay to define development standards for a specific project on a site.

SHPO – State Historic Preservation Office: A division of Arizona State Parks, responsible for the identification, evaluation, and protection of Arizona's prehistoric and historic cultural resources; established by the National Historic Preservation Act of 1966.

SRPMIC – Salt River Pima-Maricopa Indian Community: Created by Executive Order on June 14, 1879, by President Rutherford B. Hayes, the Salt River Pima-Maricopa Indian Community (SRPMIC) is located in Maricopa County, aside the boundaries of Mesa, Tempe, Scottsdale, Fountain Hills, Fort McDowell Yavapai Nation, and Maricopa County lands.

THM – Tempe History Museum: Located at 809 E. Southern Avenue in Tempe, the museum is a center where the community comes together to celebrate Tempe's past and ponder its future. Permanent and changing exhibits, educational programs, and research projects generally focus on some aspect of Tempe's history within the context of state and national events.

THPF – Tempe Historic Preservation Foundation: A private nonprofit corporation established in 2005, Mission Statement 02.02.06 reads: “The Foundation advocates preserving Tempe’s at-risk historic properties and supporting worthy preservation projects through education, community participation, and fundraising.”

THPR – Tempe Historic Property Register: The official list of the City of Tempe’s designated properties and districts. Authorized by the Tempe City Code, Chapter 14A, listing in the Tempe Historic Property Register establishes an Historic ‘H’ zoning overlay for the designation of an

individual property, building, district, structure, or archaeological site found to be of exceptional significance.

TOD – Tempe Transportation Overlay District: As part of the Tempe Zoning and Development Code, it is designed to encourage appropriate land development and redevelopment consistent with and complementary to the community’s focused investment in transit, bicycle, and pedestrian infrastructure in certain geographic areas of the city, typically in association with the light rail.

ZDC – Zoning & Development Code: Adopted by Mayor and Council on January 20, 2005, effective February 22, 2005, the ZDC helps implements the Tempe General Plan by encouraging creative development of the built environment in order to build a community that promotes the livability and uniqueness of Tempe. It also establishes zoning districts, allowed uses, and development standards.

**RULES OF PROCEDURE**  
**AS ADOPTED BY THE**  
**TEMPE HISTORIC PRESERVATION COMMISSION**  
**April 8, 2010**

**WHEREAS**, the Commission recognizes the underlying principal of these rules to be decision-making by majority, and  
**WHEREAS**, application of these rules provide every member of the voting body of this Commission with equal rights, and  
**WHEREAS**, these rules afford Commissioners protection of the minority rights to be heard, to protest, to convince their peers, and to fully understand the issues discussed or voted, and  
**WHEREAS**, the use of the rules offers a simple and direct procedure for conducting Commission business;  
**NOW THEREFORE**, the Tempe Historic Preservation Commission does adopt for use and implement the rules of order as procedure for conducting the Commission’s business as set forth herein and as follows:

**MOTIONS, shall follow correct order ... considering only one question at a time, as such:**

- ☞ A Commission member addresses the Chair, ☞
- ☞ The Chair acknowledges that member, ☞
- ☞ The member states the motion, ☞
- ☞ Another member seconds the motion, ☞
- ☞ The Chair repeats the motion, ☞
- ☞ The Chair calls for discussion of the motion, ☞
- ☞ The Chair puts the motion to a vote, ☞
- ☞ The Chair announces the results of the vote. ☞☞☞

**IMPARTIALITY, shall provide for and protect the rights of individual members, of minority opinions, of majority opinion, and of any member absent from a meeting, as such:**

- ☞ Members may communicate to the Commission when recognized by the Chair, ☞
- ☞ The Chair maintains highest priority to direct the course of the meeting, ☞
- ☞ The maker of a motion will take precedence over others, ☞
- ☞ New speakers will take precedence over those who already spoke to a motion, ☞
- ☞ The Chair should typically request speakers for an opposing view. ☞☞☞

**ORDER OF BUSINESS, shall proceed in consideration of interested public, invited guests, staff, and any having business with the commission, as such:**

- ☞ A consent agenda may be presented by the Chair at the beginning of a meeting.\*
- ☞ Call to order and approval of minutes shall be the Commission’s first business, ☞
- ☞ Members of the public and guests of the Commission shall next be invited to speak, ☞
- ☞ Public Hearing presentations or discussion shall be the Commission’s next business, ☞
- ☞ Public Meeting presentations or discussion shall be the Commission’s next business, ☞
- ☞ Presentations by City Staff shall be the Commission’s next business, ☞
- ☞ Presentations by Consultants shall be the Commission’s next business, ☞
- ☞ Presentations by Standing Committees of this Commission shall occur next, ☞
- ☞ Presentations by Special Committees of this Commission shall occur next, ☞
- ☞ General discussion and Commissioner’s Business shall then occur. ☞☞☞

\* A consent agenda may be presented by the Chair at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda, be placed later on the agenda, or continued to another meeting at the discretion of the assembly.