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Alyssa Matter
Joe Nucci
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The City of Tempe is a
Certified Local Government,
in association with the United
States Department of the
Interior / National Park Service

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Borden Homes Historic District Design Guidelines Work Group **MEETING MINUTES**

Date: WEDNESDAY, April 11, 2012

Location: Fire Station 1, 1400 E Apache Blvd

6:37 PM Call to Order, sign in, introductions, (please mute cell phones)

HPC/HPO Present: Brad Graham, Andrea Gregory, Wm. "Billy" Kiser, Alyssa Matter, Joe Nucci, Brenda Shears, Korri Turner

Stakeholders Present: Chuck Buss, Gail Martelli, Gary Martelli, George Wittenberg

1. **Call to Audience** – no discussion
2. **Sixth Borden Homes Historic District Design Guidelines Meeting**
 - a) Review Neighborhood Photographic Survey
 - Group decided that a letter will be sent to introduce this document to the neighborhood and advertise the approval process.
 - HPO/HPC wants this document to reflect each neighborhood uniquely. An ideal option is to start fresh with each neighborhood.
 - b) Review Additions and Alterations
 - Group reads aloud the proposed guidelines for the section of additions and alterations
 - Discussion: Joe Nucci explains the introduction narrative statement to set the context with in Borden Homes and the community history
 - This document will address what can be approved for in-fill properties
 - Non-contributing buildings and alterations go through HP review when new construction exceeds 25% of the building ground floor area
 - An in-fill new construction can never be a contributor to the historic district
 - The commission uses three different documents to aide in its review
 - 1) Secretary of the Interior Standards for Rehabilitation
 - 2) Arizona SHPO Policy and Guidance on Evaluating Eligibility
 - 3) Tempe HPC Standards For Evaluating Additions To Historic Properties
 - The committee would like to see a list of owner occupied vs. rental properties
 - Group will notify the community about the August 8th meeting through handouts made by community members.
 - Group agrees to use the SHPO guidelines for approvals of additions and alterations to a building
 - A clarification is needed on guideline #4 to be more specific to the number of characteristics that can be changed before a property is no longer contributing
 - The committee needs to remember that the most important thing is that this process is trying to preserve the features of the neighborhood that defines its character and then the minor changes are limited to no more than 2. 3 or more changes will result in a building being no longer considered a contributing property.

3. Design Guidelines Work Group process continuation:

- a) Work Group will review proposal for completion of public process in 2 additional meetings; 05/09/12 and 08/09/12
- b) Work Group will review guidelines for Building Additions and Alterations
- c) Work Group will Discuss And Consider Guidelines for In-Fill Buildings and New Construction
 - Revision: change the second page first sentence to "should complement" instead of "preferred".
 - A committee member suggests that if a building burns down then the new construction should be limited to the original footprint of the building.
 - This document does not address the process for combining lots.

4. Working Draft Document - Next Work Group Objectives

- a) Ratify Guidelines for In-Fill Buildings and New Construction
- b) Ratify Photographic Survey
- c) Discuss and Site Features and Setting

5. Next Meeting Date

Date: Wednesday May 9, 2012, 6:30 PM

Location: Fire Station 1, 1400 E Apache Blvd

Objectives:

Adjourn: 8:345 PM