



ADOPTED BY THE HISTORIC PRESERVATION COMMISSION MARCH 19, 2007. LAST UPDATED MAY 17, 2021.

1. The Historic Preservation (HP) Commission's standard policy shall be to initiate HP Overlay Zoning only on individual properties in non-public ownership when there is written consent of the property owner(s), including a signed Proposition 207 waiver (waiver).
2. The HP Commission's standard policy shall be for the HP Commission to work with neighborhoods and property owners to achieve written property owner consent, including signed waivers, for 100 percent of the non-public properties located within the boundaries of a proposed HP district (i.e., multiple properties with multiple property owners).
3. When a proposed HP district does not achieve 100 percent property owner consent (with Proposition 207 waivers), the HP Commission's policy will be to only initiate HP overlay zoning after issuing a finding of fact regarding the Proposition 207 implications of the HP overlay zoning. This finding of fact shall consider the following factors:
 - An analysis of the base zoning district(s) and zoning overlays currently in effect, and the potential impact of HP overlay zoning on the build-out potential of properties within the proposed HP district;
 - Extent of support for HP overlay zoning relative to the stated goal of 100 percent support;
 - Potential to increase property owner support by reducing the boundary edges for the proposed HP district, while still meeting the historic district boundary criteria delineated in Section 807.E. of the Phoenix Zoning Ordinance;
 - Likelihood for HP zoning to raise property values in the proposed HP district;
 - Potential public benefits of proposed HP zoning versus the risks of Proposition 207 claims;
 - Ability of the neighborhood/area to obtain a higher level of owner support with additional efforts;
 - Recommendation by the HP Office to initiate HP zoning; and
 - Other relevant factors. The HP Commission's policy shall be to consider not initiating HP Overlay Zoning for a proposed HP district where there is less than 80 percent support (evidenced by written consent forms, including waivers) evidenced for properties in non-public ownership.
4. The HP Commission shall consider the level of owner support and the extent to which the 100 percent support goal has been met in making a recommendation on HP zoning after the public hearing is held in addition to the Evaluation Criteria delineated in Section 807 D. and E. of the Phoenix Zoning Ordinance.
5. The HP Commission's policy shall be to schedule the required public hearing and to make a recommendation on proposed HP overlay zoning cases within 90 days from the date of HP zoning initiation.
6. The HP Commission's policy shall be to develop design guideline "cut sheets" for each new HP overlay district within six (6) months of the City Council approval for the HP district, as needed.
7. The HP Commission's policy shall be for all new residential historic districts listed on the Phoenix Historic Preservation Register to take primary responsibility for obtaining listing on the National Register of Historic Places, with the HP Office and Commission serving a technical support and training role only.