



**Office of the City Clerk**  
**BOARDS, COMMITTEES & COMMISSIONS**

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**TUCSON-PIMA COUNTY HISTORICAL COMMISSION**  
**(TPCHC)**

**CREATED BY:**

Tucson Code, Sec. 10A-1 et. seq. (Also, Intergovernmental Agreement [IGA] between Pima County Board of Supervisors, the City of Tucson, and the Town of South Tucson, Resolution No. 17119.)

Also see the *Land Use Code*, Article V, Division 1, §1.9 through 5.1.9.3 for additional information.

Ordinance 11599, Adopted December 4, 2018

**MEMBERS:**

Twenty-Three composed as follows:

- 12 shall represent the City of Tucson;
- 10 shall represent Pima County; and
- 1 shall represent the City of South Tucson.

**QUORUM:**

Twelve members shall constitute a quorum. The concurrence of the majority of the members constituting a quorum shall be the act of the commission.

**QUALIFICATIONS:** (Mayor and Council Appointments)

The Mayor and each Council Member shall appoint one member who shall be a resident of the city.

The five additional members appointed jointly by the Mayor and Council shall be qualified in the following areas of expertise:

- One as an architect, or architectural historian;
- One as a historian, or cultural anthropologist;
- One as an archaeologist;
- One as a land use planner, urban planner, landscape architect, or cultural geographer; and
- One as a realtor, developer, or appraiser.

## **TUCSON-PIMA COUNTY HISTORICAL COMMISSION**

### **PAGE 2**

(Pursuant to provisions of the intergovernmental agreement, no member of the Commission may be an employee of Pima County, City of Tucson or City of South Tucson, City of Tucson [Resolution No. 17119, Ex. 2 to Ex. A.]

#### **TERMS OF OFFICE:**

The term of those members appointed by individual members of the mayor and council shall be coterminous with that of the appointing elected official. Of the members appointed jointly, the term of office shall be four years.

If a member fails to attend three consecutive regularly scheduled meetings of the commission, that member's appointment is terminated (Tucson City Code, 10A-1[d]).

An appointment to fill a vacancy resulting other than from expiration of a term shall be for the unexpired term only.

#### **APPLICABILITY OF TUCSON CODE CHAPTER 10A, ARTICLE XIII:**

T.C. § 10A-134(c) Appointees, except for advisory members and members of the technical code committees named herein, may not serve on more than two (2) bodies at a time.

#### **FUNCTIONS:**

The duties, powers and functions of the commission shall be:  
(Tucson City Code, § 10A-3)

- To confer with and advise the governing bodies of the county, city and town concerning various existing historical structures, sites, areas and districts in the community, and to compile and assimilate information and data relating thereto.
- To recommend which buildings, sites, areas or districts are to be designated as historical and what changes should be made to encourage and create historic character in an area.
- To encourage the beautification of the county, city and town and advise the governing bodies on matters affecting the beauty and culture of the county, city and town.
- To act as the official agency for the planning of the local and national bicentennial anniversary celebrations and to work with and advise the county, city and town on said projects.

## TUCSON-PIMA COUNTY HISTORICAL COMMISSION

### PAGE 3

- To develop and encourage united community interest, understanding and effort toward obtaining the objectives of the commission, especially by providing public information and education on historic preservation.
- To stimulate and encourage the cooperation of other groups towards the objectives of the commission.
- To encourage enhancement of historic districts and landmarks by providing advise to the county, city, and town on appropriate rehabilitation and compatible new construction.
- To work to prevent and discourage unwanted demolition of historic buildings and structures or destruction of archeological resources.
- To cooperate with all federal, state, county and municipal agencies and non-governmental organizations.
- To render an annual report of its activities to the governing bodies of the county, city and town on or before March 15 of each year. To file minutes of commission meetings with the governing bodies of the county, city and town.
- To recommend such action as it deems necessary or desirable to accomplish the above functions and to effectuate its policies.

(Land Use Code, Article V, Division 1, 5.1.9.3)

- Review all requests to establish a historic district or Historic Landmark in accordance with § 2.8.8.9.
- Review any request to amend an existing historic district or Historic Landmark in accordance with § 2.8.8.9.
- Review any development proposal within a historic district for compliance with design and construction requirements and standards in accordance with § 2.8.8.6. The responsibility for such review may be delegated to a Tucson-Pima County Historical Commission subcommittee.
- Review all proposals to demolish any structure within a historic district or a Historic Landmark.

**TUCSON-PIMA COUNTY HISTORICAL COMMISSION  
PAGE 4**

**OPEN PUBLIC MEETING LAW REQUIREMENTS:**

This public body must comply with all of the provisions of the Open Public Meeting Law, including provisions requiring that a record of all meetings be maintained. Minutes of meetings are to be filed with the City Clerk.

**BCC TERMINATION REQUIREMENTS:** This is an on-going board.

**SUPPORTING DEPARTMENT(S):**

City Clerk,	Administrative Support	791-4213
	Clerical Support	791-4213

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*Historical Notes:*

*Original Composition of Commission, Eighteen (18) members as follows:*

- 12 representing the City of Tucson;*
- 5 representing Pima County; and*
- 1 representing the City of South Tucson.*

\* *December 4, 2018 – Ordinance 11599, amended the Tucson Code, Chapter 10A-134(c) allowing members to serve on up to two (2) BCC's Simultaneously.*