



Office of the City Clerk
BOARDS, COMMITTEES & COMMISSIONS

HISTORIC ZONE ADVISORY BOARDS

CREATED BY:

Tucson Code, §§ 23-455.9 - 23-455.17 et. seq.; Ordinance No. 8509 repealed the Zoning Code and adopted the **Land Use Code** as Chapter 23, adopted by Mayor and Council on May 22, 1995 to become effective July 1, 1995. See Article V, Division 1, 5.1.10 - 5.1.10.3 Historic District Advisory Boards.

MEMBERS:

Each historic district advisory board consists of at least six (6), but not more than fifteen (15), members appointed by the Mayor and Council. Members may be either voting or non-voting advisory members.

QUORUM:

A majority of the voting members constitutes a quorum of an advisory board.

QUALIFICATIONS:

For each advisory board, approximately one-third (1/3) of the voting members must be residents within the historic district; approximately one-third (1/3) of the voting members must be property owners within the historic district; and approximately one-third (1/3) of the voting members must have special qualifications in such areas as architecture, architectural history, local history, historic preservation law, landscape architecture, planning, construction, or other related field.

The application information for all prospective members must be accompanied by a statement of interest, including the category in which they would serve. The information for members having special qualifications shall include the individuals' educational and professional experience.

HISTORIC ZONE ADVISORY BOARDS

PAGE 2

The Development Services Director, the Historic Program Administrator, and a member of the Tucson-Pima County Historical Commission shall review the information for applicants in the special qualifications category and make recommendations prior to the nomination being forwarded to the Mayor and Council for consideration.

TERMS OF OFFICE:

The term of each member of an advisory board is four (4) years, expiring on December 31 of the fourth year. Members are eligible for reappointment. A member of an advisory board may be removed by a two-thirds (2/3) vote of the Mayor and Council.

EXEMPT FROM TCC 10A-134: No

FUNCTIONS:

- May adopt rules of procedure necessary to carry out its functions. Copies of such rules will be filed with the City Clerk and made available to the public through the Development Services Department.
- Upon receipt of a request to establish a historic district, the Mayor and Council establish a historic district advisory board for the proposed historic district to evaluate and make recommendations on the proposed establishments of the historic district in accordance with Section 2.8.8.9. As part of the review, the advisory board makes recommendations on the boundaries of the historic district and which sites or structures are to be designated Contributing Properties and Noncontributing Properties.
- Each advisory board makes written recommendations to the Development Services Director and to the Mayor and Council concerning amendments to the boundaries of its historic district and the addition or deletion of designated sites and structures in accordance with Section 2.8.8.9.
- Each advisory board reviews and makes written recommendations to the Development Services Director on applications involving new construction, additions, alterations, and moving or demolition of existing structures located within its historic district for compliance with the purpose and intent of the historic district and all applicable provisions and criteria.
- The applicable advisory board shall review applications for resident artisan uses and make recommendations to the Development Services Director.

HISTORIC ZONE ADVISORY BOARDS
PAGE 3

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. Each advisory board will keep a public record of its actions, findings, and recommendations.

BCC TERMINATION REQUIREMENTS: This is an on-going Board.

SUPPORTING DEPARTMENT(S):

Development Services Department - 791-5550

Historical Notes:

The Mayor and Council have established seven Historic Zone Advisory Boards: Armory Park; Barrio Historico; El Presidio; West University; Ft. Lowell; Pie Allen; and John Spring