



Historic Demolition General Information

OVERVIEW:

There are several requirements involved with permitting demolition of historic structures depending on where the property is located.

Properties in Local Historic Preservation Zones (HPZ)

Contributing and Non-Contributing Historic structures located in local Historic Preservation Zones (i.e. Armory Park, Barrio Viejo, El Presidio, West University, Ft. Lowell) are subject to a Full HPZ review process that requires a more comprehensive review involving City of Tucson Historic Preservation Office, the Neighborhood Historical Advisory Board and the Tucson-Pima County Historical Plans Review Subcommittee. Demolitions in local HPZ's require an on-site pre-submittal meeting with the owner / applicant to review plans and document the status of the structure(s) proposed for demolition. Please note the owner / applicant may be subject to penalties (refer to UDC 5.8.7 Article 9) if full or partial demolitions occur before the required City of Tucson review process is conducted. For further information regarding the HPZ Review Process, contact Frank Dillon at 520-837-6957.

Properties in National Register Historic Districts

Contributing Historic structures located in a National Register Historic District (i.e. Colonia Solana, Sam Hughes) are subject to a review by the City Historic Preservation Office. Demolition permits may be applied for after receiving written approval from the City Historic Preservation Officer. Demolitions in local HPZ's require an on-site pre-submittal meeting with the owner / applicant to review plans and document the status of the structure(s) proposed for demolition. Please note the owner / applicant may be subject to penalties (refer to UDC 5.8.7 Article 9) if full or partial demolitions occur before the required City of Tucson review process is conducted. For further information regarding the HPZ Review Process, contact Frank Dillon at 520-837-6957.

Demolition of Structures 50 Years and Older Outside of Local Historic Districts

Properties 50 years and above within the city limits require minor documentation to be included with the application. This includes properties outside of designated local HPZ's (West University, Fort Lowell, El Presidio, Barrio Viejo and Armory Park) and non-contributing properties in National Register Historic Districts (Colonia Solana, El Encanto, Sam Hughes, Pie Allen, Ironhorse etc.) Refer to checklist for details.

Contact Frank Dillon at 520-837-6957 to schedule an appointment to review.

WHERE TO APPLY:

City of Tucson Planning and Development Services:

Frank Dillon – Lead Planner - Frank.Dillon@tucsonaz.gov • Phone: (520) 837-6967
201 N. Stone Avenue, Public Works Bldg • Tucson, AZ 85701

City of Tucson Historic Preservation Office:

Jonathan Mabry, PhD – Historic Preservation Officer jonathan.mabry@tucsonaz.gov • Phone: (520) 837-6965

Jennifer Levstik, M.A. – Preservation Lead Planner jennifer.levstik@tucsonaz.gov • Phone: (520) 837-6961

310 N. Commerce Park Loop, Santa Rita Bldg • PO Box 27210 • Tucson, AZ 85726-7210

<http://cms3.tucsonaz.gov/preservation>

SUBMITTAL REQUIREMENTS:

Refer to Submittal Checklist. Complete Application Forms, and supplemental materials.

Planning & Development Services Department (PDS) - 201 N. Stone Avenue
P.O. Box 27210 - Tucson, AZ 85726-7210
Telephone: (520) 791-5550 - Fax: (520) 791-5852
Website: www.tucsonaz.gov/pds
EMAIL: DSD_ZONING_ADMINISTRATION@TUCSONAZ.GOV



Historic Demolition Application

Case #: _____.

Date Submitted: _____.

Activity #: _____.

PROPERTY LOCATION INFORMATION

Project Name: _____ Historic Neighborhood _____

Property Address: _____ Contributing / Non-Contributing _____

Architect: _____

Builder: _____

Plat Name: _____ Block _____ Lot _____

Pima County Parcel Number/s: _____ Date of Construction: _____.

APPLICANT INFORMATION

APPLICANT NAME: _____

ADDRESS: _____

PHONE: () _____ - _____ FAX: () _____ - _____

EMAIL: _____ @ _____

PROPERTY OWNER NAME: _____

PHONE: () _____ - _____ FAX: () _____ - _____

SIGNATURE OF OWNER _____
Date

SIGNATURE OF APPLICANT (if not owner) _____
Date

AREA TO BE DEMOLISHED

SQ. FT. _____ Full / Partial Demolition _____ Primary / Secondary Structure _____

DESCRIPTION OF PROPOSED DEMOLITION

City of Tucson Planning & Development Services Department

CHECKLIST FOR DEMOLITION REVIEW APPLICATION

- Demolition Fee**
- A completed Historic Demolition Application (a blank form is attached to this document).**
Completely fill in all fields on the nomination application form. The Assessor's No. and the complete Legal Description can be found by contacting the Pima County Recorder's Office (<http://www.asr.pima.gov/>)
- Pima County Assessor's Map**
- Pima County Assessor's Record Card**
- Color labeled photographs showing full exterior views, including all elevations, setting, outbuildings, and details of structural and landscape features**
- Reproductions (high quality photocopies acceptable) of historical photographs**
- A dimensioned, scaled demolition plan or survey of the site and the location/placement of all buildings/structures on the site.**

*All plans, maps and other figures should be clearly identified. All figures, including drawings, plans and maps, (excluding photographs, see above requirements) should be of a standard size (8.5" by 11", or 11" by 17").

- 1 copy of an aerial photograph of the property**

****REQUIRED FOR DEMOLITIONS OF CONTRIBUTING STRUCTURES IN NATIONAL REGISTER DISTRICTS***

- Written approval from City of Tucson Historic Preservation Office**

****ADDITIONAL REQUIREMENTS FOR FULL HPZ DEMOLITION REVIEW***

- On-site pre-application submittal review with city staff. Contact information on Page 1.
- 10 sets of photographs of the project site, surrounding area and building elevations (views to the north, south, east, and west) - color copies required. Please label.
- 10 copies of the demolition plan drawn to scale at 11"x17", folded*, plus 1 large size, folded to city standard
- 10 copies of the elevation drawings at 11"x17", folded* plus 1 full-size copy, folded to city standard

***For 11" X 17" format fold as follows: With plan face up bring right side to left side (text to text), align edges and crease right edge. Bring top corner of open edge (top panel only) down to center of right folded edge (creates a diagonal edge on left), align and crease.**

For Zoning and Subdivision review, the Unified Development Code (UDC) applies to this application. If you feel the Land Use Code (LUC) should apply, please consult with Zoning review staff. Applicable timeframes can be provided at your request or found in Administrative Manual Sec. 3-02 or found on our website at <http://cms3.tucsonaz.gov/pdsd>. For information about applications or applicable policies and ordinance, please contact Frank Dillon at 837-6957.

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Telephone: (520) 791-5550 - Fax: (520) 791-5852
Website: www.tucsonaz.gov/pdsd
EMAIL: DSD_ZONING_ADMINISTRATION@TUCSONAZ.GOV

By state law, we cannot initiate a discussion with you about your rights and options, but we are happy to answer any questions you might have.

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