

Infill Incentive District Design Review Process

What is the Infill Incentive District (IID)?

- The IID is an optional overlay zone, which provides zoning flexibility and supports high-quality design in the greater downtown area.
- This special zoning district provides more flexibility than existing zoning with the goal of encouraging redevelopment and investment along the streetcar route.
- The IID contains both mandatory and optional overlay zone standards and requirements.
- The IID is made up of four sub-districts; Downtown Core Sub-District (DCS), Greater Infill Incentive Sub-District (GIIS), Downtown Links Sub-District (DLS), and the Rio Nuevo Area* (RNA).

**The RNA standards are mandatory and apply to projects that choose not to utilize the optional IID standards. RNA standards are reviewed through a different process than that of the other IID subdistricts. Refer to the [RNA handout](#) for more information.*

What are the goals of the Infill Incentive District?

The Infill Incentive District encourages development that:

- Promotes sustainable infill development
- Supports pedestrian-friendly and transit-oriented neighborhoods
- Protects historic structures and neighborhoods
- Offers development incentives through modification of development standards
- Provides design standards for sensitive transition between development and existing family residences

What types of design review are conducted?

Major Review is required for proposals that meet any two or more criteria listed in Unified Development Code (UDC) Section 5.12.6.B.

Minor Review is for proposals that are 2,500 square feet or less in area and/or not visible from a street

Historic Review is conducted for projects that include or are adjacent to historic resources

How long does the process take and is there a fee?

Time: It typically takes 4-6 months to process a Major IID application and 6-8 weeks for a Minor IID application, if there are no unusual issues or complications. The steps and timeframe for this review are detailed on the next page.

Fee: PDS staff calculates fee. Included in the fee amount is a staff review fee and technology/archive fee.

Request a pre-application conference and submit all applications via [Tucson Development Center Online](#)

More Information and How to Start

- Email PDS at specialdistricts@tucsonaz.gov to discuss your project.
- Request a [pre-application conference](#) with staff and a Design Professional to get feedback on your project.
- After submitting a development package or building permit application, the applicant will be instructed to submit a [Special District application](#) for the IID design review.
- More information about IID Design Standards and review process can be found on the [Special Districts page](#) and in the Unified Development Code, [Section 5.12](#).

IID Design Review Process

Pre-Application Conference

Applicant submits a request for a pre-application conference following the [pre-application conference checklist](#).

PDSD staff distributes the preliminary development plans for internal review and review by the City Design Professional.

PDSD staff determine whether a Major or Minor IID Review and if a Historic Review is required.

Staff and Design Professional provide applicant with comments on proposed project and discuss review process at a pre-application conference.

Neighborhood Meeting

Applicant must give notice, host, and document a public neighborhood meeting.

Applicant mails meeting notification using labels purchased from PDSD, which include property owners within 400 feet or 100 feet (depending on major or minor review), registered neighborhood associations within 1 mile, and affected Council Ward office(s).

At the neighborhood meeting, the **applicant** provides information about the proposed project, answers questions, and listens to neighbors' comments.

Applicant compiles meeting summary to submit with application.

Application Submittal and Review

Applicant submits a development package or building permit application.

When instructed, applicant submits a complete [special districts application](#) including [Neighborhood Meeting Packet](#) and design plans, and pays fees.

PDSD staff reviews application for completeness within 10 working days.

PDSD staff accepts the application for processing (if complete) and forwards the application for review and comment to City Design Professional and other departments as needed.

Design Review

If a **Major Review**, the project is reviewed by and receives recommendations from:

- Design Professional
- Tucson-Pima County Historical Commission Plans Review Subcommittee (TPCHC PRS), if applicable
- IID Design Review Committee (IID-DRC), which includes a member from the affected neighborhood
- Mayor & Council if a group dwelling is proposed

If a **Minor Review**, the project is reviewed by and receives recommendations from:

- Design Professional
- TPCHC PRS if applicable

Recommendations are sent to the **PDSD Director**

PDSD Director Decision

- **PDSD Director** reviews the application and recommendations.
- **PDSD Director** will either approve, approve with conditions, or deny the application within 10 working days.
- A **Decision Notice** is issued with a record of the decision and any conditions. This notice will also list the appeal options, which vary for Major and Minor reviews.
- The development package or building permit review may be completed, and permits issued.

All applications are submitted via [Tucson Development Center Online](#)