



ISSUE DATE	March 2010. Revised May 2010.
APPROVED:	Barbara Stocklin, Historic Preservation Officer

POLICY

The Historic Preservation Office will do the following:

- 1. Give priority to adaptive reuse projects when processing HP zoning applications.**
When updating the City’s Historic Property Survey & Designation Plan, adaptive reuse projects with eligible historic properties will be given first consideration for HP zoning. The HP Commission will serve as the applicant for the rezoning case and will process the case as quickly as possible.
- 2. Provide expedited building permit reviews for adaptive reuse projects by issuing Certificates of No Effect rather than Certificates of Appropriateness.**
Where possible, staff will review adaptive reuse projects as an “over the counter” Certificate of No Effect rather than as a Certificate of Appropriateness, which requires a more lengthy review in a public hearing. While some projects clearly will not meet the criteria for approval as a Certificate of No Effect (minor work that is clearly within the adopted design guidelines), staff will attempt to review projects as Certificates of No Effect wherever possible.
- 3. Give priority to adaptive reuse projects when allocating Historic Preservation Bond Funds.**
Where multiple projects are competing for Demonstration or Warehouse/Threatened Building grant funds, priority should be given to adaptive reuse projects. Staff will review and process the grant applications as quickly as possible.

This policy applies to Tiers 1, 2, and 3 for structures permitted prior to 2000.

Tier 1: 5,000 sq. ft. maximum. This can include an addition to the existing building. The addition cannot exceed 50% of the square footage of the existing building and a combined total of 5,000 square feet.

Tier 2: Greater than 5,000 sq. ft. to 25,000 sq. ft.

Tier 3: Greater than 25,000 sq. ft. to 100,000 sq. ft. and Large Scale Commercial Retail as defined in the Zoning Ordinance “big box” (Mercantile Occupancy).

For more information or for a copy of this publication in an alternate format, contact Planning & Development at 602-262-7811 voice or TTY use 7-1-1.