



APPROVED BY THE HISTORIC PRESERVATION COMMISSION APRIL 19, 2021

The following project types may be approved with a Certificate of No Effect (CNE) provided that the applicant submits a complete application package, the project meets Historic Preservation Commission (HPC) adopted historic preservation design guidelines, and Historic Preservation Office (HP) staff determine that the proposed work will not diminish, eliminate or adversely affect the historic character of the subject property or historic district as provided by Section 812.C of the Phoenix Historic Preservation Ordinance. (Note: If there is a Conservation Easement on the property, HP staff will determine whether issuance of a CNE is consistent with the terms of the easement).

MINOR WORK

1. Rear patios and patio covers
2. Swimming pools on corner lots provided they are in the rear yard
3. Rear yard fences no taller than 6 feet in height and located at least 3 feet behind the front corner of house on each side, in compliance with Section 703.A.2.a.1 of the Zoning Ordinance; rear/side yard fences along major arterial streets no taller than 8 feet in height and located at least 3 feet behind the front corner of house on each side; and rear alley fences taller than 6 feet in height may be eligible for a CNE after the granting of a variance, as determined by HPO staff on a case-by-case basis
4. Minor changes to non-publicly visible façades (e.g., rear window opening converted to doorway by expanding down to floor)
5. Attic conversions in rear with no visible impact from street façades
6. Minor restoration or repair work (such as repairing/rebuilding a deteriorated front porch in-kind) on a contributing historic property
7. Miscellaneous work items on non-contributors that do not adversely affect the historic character of a historic district
8. Proposals that would potentially change a building's contributing status from non-contributing to contributing can be approved as a CNE by HP staff on a case-by-case basis
9. Other minor work items that do not negatively impact the historic character of a property or neighborhood may be eligible for a CNE as determined by HP staff on a case-by-case basis

DAMAGE REPAIR

Restoration or repair of damage or destruction resulting from casualty, with clear documentation provided.

ACCESSORY BUILDINGS

1. Conversion of existing accessory buildings into living space, provided that:
 - a. The new framing in the garage door opening is inset to reveal the original nature of the building and improve the reversibility; and
 - b. The building footprint remains the same or utilizes an addition that meets the CNE policy for additions; and
 - c. The siding material, such as wood or stucco, is not being changed; and
 - d. The major details, such as the roof shape/pitch or building form, are not altered; and
 - e. The windows and doors should be simple in design, with configurations, sizes and proportions similar to those of main house and the visible light transmittance rating of the window must be 0.5 or higher.

2. New accessory buildings that do not require new curb cuts or zoning variances and meet one of the following:
 - a. Replacement-in-kind for an historic accessory building demolished with clear documentation provided of the building being reconstructed; or
 - b. Accessory building is one story and roof height is substantially lower than that of the main building, location fits the historic pattern of the district, roof form and materials are compatible with the historic property, there is a ceiling plate of 9' or less, and the footprint is equal to or less than 25' x 25' (625 sq. ft.) and less than 50% of the historic or original footprint of house
3. Other detached accessory buildings that materially meet the criteria above and do not negatively impact the historic character of the property or district as determined by HP staff on a case-by-case basis

ADDITIONS

1. Room additions that are:
 - a. Less than 75% of the historic footprint of the building, with a maximum proposed height at or below the roof of the existing building and a maximum ceiling plate height of 9'; and
 - b. Utilizing existing openings (i.e., doors and window openings currently in place in the rear façade) and preserving most of the historic rear wall; and
 - c. Contained entirely behind the rear façade of the historic building and not on a corner lot with visibility from a side street; and
 - d. Stepped in on at least one side, but ideally on both sides; and
 - e. The project does not involve removing significant load-bearing walls or roof structure on the historic building; and
 - f. Utilizing a roof form compatible with the historic property (if the roof form of the addition must be different from that of the main roof, the height of the addition should be substantially lower than the height of the main house)
2. Carport additions that have minimal street-visual impact and are:
 - a. Located at the side and set back from the front façade or located at the rear; and
 - b. Single-car bay width or does not exceed one-third the width of the front façade; and
 - c. Open at the front, side and rear; and
 - d. Utilizing a trellis roof, shed roof or other roof form that is compatible with the historic property with a height substantially lower than that of the house; and
 - e. Simple and minimal in design and detailing and distinguishable as new; and
 - f. Attached to the building (or detached) in a way that minimizes the loss of historic materials and does not obscure, damage or destroy historic features
3. Additions that materially meet the criteria above and do not negatively impact the historic character of the property or district as determined by HP staff on a case-by-case basis

SOLAR

Solar Panels

1. Solar panel proposals which meet all city building permit requirements, and in which the panels are either:
 - a. Not street visible (i.e., entirely below roof parapet, on rear of house, on freestanding structure in rear yard below main house roof, or not visible evidenced by perspective drawings at front and oblique angles); or
 - b. Located on the rear half of hipped or gabled roof and no solar panels are proposed on the street-facing slope of the roof; or
 - c. Located on a rear outbuilding

2. Solar panel proposals that do not meet #1 above but where all non-street visible options, including removing panels, have been fully explored as evidenced in writing by a solar designer and/or professional structural engineer. HP may request data regarding to what extent efficiency of the system and monetary savings are diminished by reducing the number of panels as recommended by HP staff. HP staff may also request copies of the system data and analysis provided by the solar company to the solar client.
3. Other solar panel applications that materially meet the criteria above and do not negatively impact the historic character of the property or district as determined by HP staff on a case-by-case basis

Solar Roofs

1. Solar roof systems which meet all city building permit requirements, and in which the glass roof tiles are textured and are replacing asphalt shingles, asbestos, slate, metal, or wood shingles as determined by HP staff on a case-by-case basis

SIGNS

1. Small indirectly lit, freestanding signs in the front, side or rear yard; or
2. Signs affixed to commercial buildings which do not block or cover historic features, are of appropriate size and mass for historic buildings, are affixed without penetrations through historic masonry or other decorative finishes (as evidenced by a detail drawing showing mounting location), and which have finishes and shape consistent with the historic building, as determined by HP staff on a case-by-case basis

WINDOWS

As of July 1, 2011, window replacement no longer requires a building permit or Historic Preservation Office review as long as certain conditions are met. For more information, please refer to "Window Replacement Without a Permit Interpretation" (TRT/DOC/00628).