

January 14, 2011 DRAFT

ATTACHMENT A

# JEFFERSON PARK NEIGHBORHOOD DESIGN MANUAL



Adopted by the Mayor &  
Council, X, 2010

Planning &  
Development  
Services Department



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# **Jefferson Park Neighborhood Design Manual**

Jefferson Park Neighborhood Preservation Zone

For further information regarding this document, please call the City of Tucson Planning and Development Services Department at (520)791-5550.

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## TABLE OF CONTENTS

<b>Introduction</b>	<b>page</b>
Purpose of the Design Manual.....	1
Jefferson Park Neighborhood Preservation Zone.....	1
Jefferson Park NPZ Boundary Map.....	2
How to use the manual.....	2
<b>Chapter 1: Pre-Submittal Guidelines</b> .....	3
Map 1.3: Jefferson Park Contributing Properties Map.....	6
<b>Chapter 2: Design Review and Appeal Procedures</b> .....	9
<b>Chapter 3: Compatibility Review Criteria</b>	
3.1: Introduction.....	11
3.2: Achieving Compliance with the Compatibility Review Criteria.....	11
3.3: Compatibility Review Criteria.....	12
<b>Chapter 4: Advisory Design Guidelines</b>	
4.1: Introduction.....	27
4.2: Garages and Carports.....	27
4.3: Pedestrian Ways.....	28
4.4: Vehicular Use Areas.....	29
4.5: Accessible Ramps.....	30
<b>Chapter 5: Privacy Mitigation Review Criteria</b>	
5.1: Requirement.....	31
5.2: Applicability.....	31
5.3: How to Use this Section.....	31
5.4: Mitigation of Privacy Intrusion from Windows.....	32
5.5: Mitigation of Privacy Intrusion from Balconies.....	34
5.6: Screening of Front, Side, and Rear Yards.....	38
5.7: Exterior Lighting.....	38
<b>Chapter 6: Incentives</b> .....	40
<b>Definitions</b> .....	46
<b>Appendix</b>	
A. Neighborhood Preservation Zone Ordinance.....	50
B. Character-Defining Elements of the Jefferson Park Neighborhood.....	TBD
C. Contributing Properties to the Jefferson Park National Register Historic District Map.....	TBD
D. Inventory of the Contributing Properties to the Jefferson Park National Register Historic District.....	TBD

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## INTRODUCTION

On June 10, 2008, the City of Tucson Mayor and Council adopted the Neighborhood Preservation Zone (NPZ) ordinance (see Appendix A or Section 2.8.11 in the Land Use Code), which enabled the creation of overlay districts designed to preserve, protect, and enhance the unique character and historical resources of established city neighborhoods. The Mayor and Council initiated the Jefferson Park Neighborhood for the NPZ process on October 23, 2007. This process requires the development of a neighborhood design manual.

On X, 2010, the Mayor and Council adopted the rezoning of the Jefferson Park Neighborhood with an NPZ overlay. The preface “N” has been added to the assigned residential zoning designation for each property within the Jefferson Park NPZ (e.g., R-1 became NR-1).

The design manual is a condition of the rezoning (C9-10-X Jefferson Park Neighborhood Preservation Zone Overlay) and is a required review component of all applicable projects. Applicants must still meet all applicable City Building Code requirements.

### Purpose of this Design Manual

The Jefferson Park Neighborhood Design Manual (Design Manual) provides a process to guide architectural and design requirements to assure development is compatible with the unique character of the Jefferson Park Neighborhood as well as with the character of the project’s Development Zone.

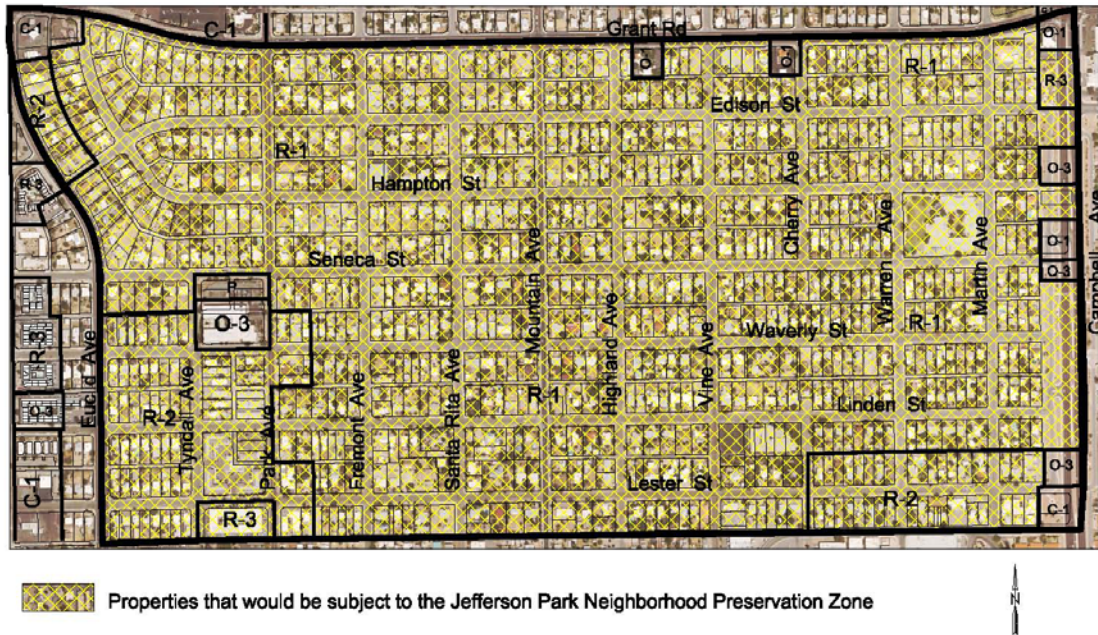
### Jefferson Park Neighborhood Preservation Zone Overlay

The Jefferson Park NPZ Overlay coincides with the residential zone boundaries as shown in the map provided below. The NPZ Overlay is subject to change in the future if properties within the study area are rezoned either to or from residential.

The Jefferson Park Neighborhood is currently being considered for National Register Historic District status.

On December 16, 2008, the Jefferson Park Neighborhood Plan was adopted by the Mayor and Council. The Jefferson Park Neighborhood Plan includes strategies to be considered for implementation through the NPZ.

### Design Manual Study Area & NPZ Overlay Boundary Map\*



\* The NPZ Overlay is subject to change if properties within the study area are rezoned either to or from residential

### How to use the manual

This Design Manual is organized to assist an applicant to design a project in compliance with the NPZ requirements. It is recommended that an applicant review the design manual in its entirety prior to designing a project.

Chapter 1 describes the recommended procedure for applicants to follow prior to designing and submitting their projects. Included in this chapter are requirements pertaining to applicability and establishing the Development Zone. Following the procedure provided in this chapter will likely reduce the need for project redesign.

Chapter 2 describes the review and approval procedure. Chapter 3 details the Compatibility Review Criteria requirements. Chapter 4 provides advisory design guidelines that are not requirements, but provide further guidance applicants may use when designing their projects. Chapter 5 details the Privacy Mitigation requirements. Chapter 6 describes permitted modifications to certain dimensional standards that may be used by applicants to achieve compliance with the Compatibility Review Criteria and Privacy Mitigation requirements.

## CHAPTER 1: PRE-SUBMITTAL GUIDELINES

### 1

## Do the Design Manual's requirements apply to my project?

Projects meeting all of the following criteria must comply with the requirements of this Design Manual's (DM):

- Property is residentially zoned RX-1, RX-2, R-1, R-2, R-3, RH, SR, or SH
- Project requires a building permit (to find out whether your project requires a building permit go here: [www.tucsonaz.gov/dsd/Permit\\_Review\\_/Residential/residential.html](http://www.tucsonaz.gov/dsd/Permit_Review_/Residential/residential.html))
- Proposed improvement is visible from a street unless the City's Design Professional determines that the improvement has minimal impact on the appearance of the streetscape.

**Yes,** the DM requirements  
apply to my project

**Proceed to Steps 2 – 9**

**No,** the DM requirements  
do not apply to my project

**Proceed to Building  
permit Review**

### 2

## Review the Compatibility Review Criteria

*Compatibility Review Criteria: The defining characteristics of the historic district as determined by the Jefferson Park National Register Historic District application and are used when evaluating a project's compatibility. Compliance with the Compatibility Review Criteria is required of all projects subject to NPZ review.*

Review the Compatibility Review Criteria requirements and the defining characteristics of the Jefferson Park NPZ in *Chapter 3: Compatibility Review Criteria*. *Note: The elements of the Compatibility Review Criteria are prescribed by the NPZ enabling ordinance (Appendix A). The Compatibility Review Criteria specific to the Jefferson Park NPZ are derived from a study of the neighborhood by consultants titled "Character-Defining Elements of the Jefferson Park Neighborhood" (see Appendix B).*

# 3

## Establish the Development Zone

*A Development Zone (DZ) is a certain designated area adjacent to the lot to be developed. Contributing properties in a project's Development Zone are used as a design reference points when evaluating a project's compatibility.*

***Neighborhood & Developer Recommendation:*** *Expand the Development Zone to allow project's to use any contributing property in the neighborhood historic district to be used as a design reference. Rationale: Expanding the Development Zone encourages the non-repeating pattern, which is the theme of the neighborhood. It would not be inappropriate to allow a mix of architectural styles, even in areas where there may be one predominant architectural style.*

### Staff Recommendation:

Use the following instructions to determine the Development Zone for your project. If there are no contributing properties in the Development Zone, extend the boundaries to include the nearest contributing property. See Step #4 for description of a Contributing Property.

Exception: For purposes of locating massing and scale design references, the boundaries of the Development Zone may be extended to include the entire Jefferson Park National Register Historic District if there are no contributing properties of similar size to the proposed project in the Development Zone.

Development Zone for an Interior Lot (Illustration A). Where the project site is an interior lot, the Development Zone includes that lot, all lots on either side of that lot and fronting on the same street in the same block, and all those lots on the opposite side of that street, except such portions of the Development Zone which fall outside the boundary of the NPZ district.



Illustration A

Development Zone for a Corner Lot (Illustration B). Where the project site is a corner lot, the Development Zone includes that lot, the corner lot diagonally opposite that lot, all lots fronting on the same two (2) streets in the same block, and all lots on the opposite sides of those streets, except such portions of the Development Zone which fall outside the boundary of the NPZ district.



Illustration B

Development Zone for a Boundary Lot (Illustration C). Where the project site is located adjacent to a historic district zone boundary, the Development Zone includes that lot, all lots located within the same block, and those lots facing the same street as the subject lot within one block in either direction, except such portions of the zone which fall outside the boundary of the NPZ district.

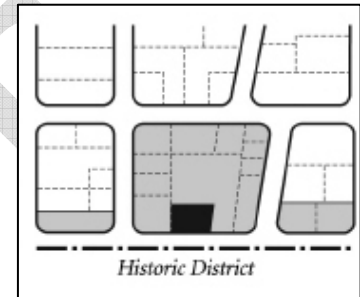


Illustration C

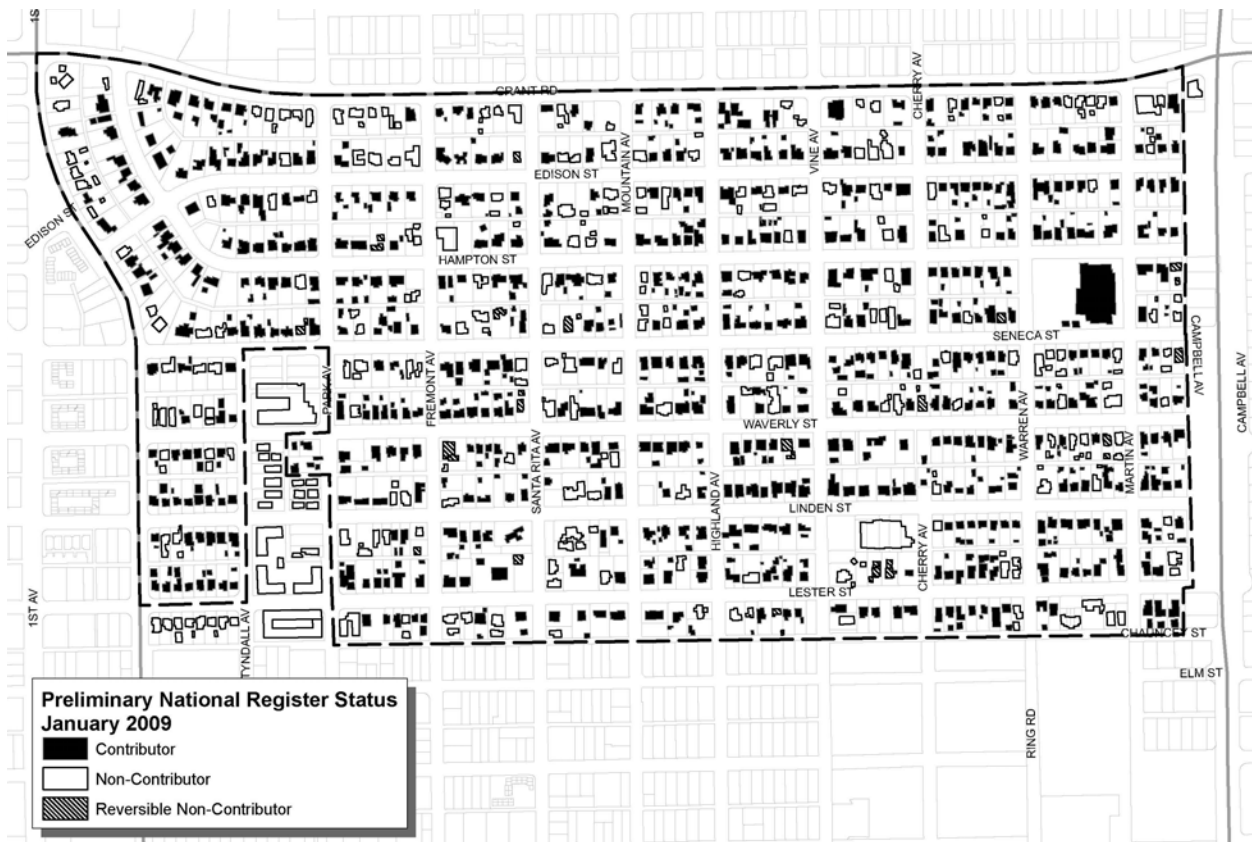


## 4

### Identify Contributing Properties within a Project's Development Zone

*Contributing Property: a building, object, site, or structure that contributes to the historic significance and visual character of a National Register Historic District, and has sufficient integrity to convey that significance and those visual character defining features in terms of location, design, setting, material, workmanship, character, or association. Contributing properties are listed in the designated National Register Historic District or in an Eligibility Assessment document for the district.*

1. The defining characteristics of contributing properties within a project's Development Zone shall be used as design references when evaluating a project's compliance or non-compliance with the Jefferson Park NPZ.
2. Identify the contributing properties that will be used as design references using the map provided on the following page and the *Inventory of the Contributing Properties to the Jefferson Park National Register Historic District* located in the appendix. NOTE: Map 1.3 may be updated administratively to reflect the most current inventory of contributing properties. The City's Historic Preservation Officer has the most recent inventory.
3. Conduct a field survey of the contributing properties chosen as design references. The addresses and photographs of the referenced contributing properties will be required at the pre-submittal conference with the Design Professional and as part of the application.



Map 1.3: Contributing Properties in the Jefferson Park NPZ\*

*\*Map subject to change. Consult the City's Historic Preservation Officer for a final determination of the Contributing properties' status.*

## 5

## Privacy Mitigation

*Adequate measures must be taken to prevent visual intrusion from the proposed project into existing single story residences.*

1. Privacy Mitigation is required when the following types of development are proposed adjacent to existing single story residences:
  - Construction of a multistory residence;
  - Addition of a story to an existing residence; or
  - Additions to existing second floor or higher stories.
2. If privacy mitigation is required, review *Chapter 5: Privacy Mitigation* for the required privacy mitigation objectives and recommended strategies for meeting each objective.

## 6

### Pre-Application Conference with Design Professional

*The Design Professional is an architect with historic preservation experience and is responsible for 1) assisting the applicant in submitting a complete application; and, 2) submitting a report with findings and recommendations to the Director of Planning and Development Services Department for consideration of approval.*

1. Upon completion of Step #4, contact the Planning and Development Services Department at (520) 791-5550 to schedule a pre-application conference.
2. Provide the addresses and photographs of the referenced contributing properties and any other support materials to the Design Professional prior to the pre-application conference.
3. At the conference, the Design Professional will discuss the project with the applicant, answer questions, and suggest ways of achieving compliance with the Design Manual.

## 7

### Design the Project

1. Design the project using the information gathered to this point, including information obtained from the Design Professional.
2. Consider the following when designing your project:
  - A. Compatibility is the visual consistency of development by referencing prevailing dimensions, spatial relationships, and architectural and design characteristics of the neighborhood overall and the contributing properties used as design references.
  - B. Compatible does not mean “repetition or copy of” or “identical to” existing structures within the neighborhood.
  - C. Compatibility is achieved when a development is designed in a manner that blends in with the character of the surrounding area.
  - D. Projects may be developed using modern materials.
  - E. Property owners may develop using the standards permitted by the underlying zoning, but may have to make accommodations in the design of the project for purposes of achieving compatibility.

## 8

## Prepare Application

Prepare application to include the following:

- Completed application form
- Pre-Application Conference form signed by the Design Professional
- Request for Incentives (if applicable) (See Chapter 5 for details)
- Site plan and elevations indicating all proposed changes and demonstrating compliance with the Design Manual
- Aerial map showing the project location, Development Zone, and location of contributing properties used as design references
- Photographs of contributing properties used as design references

## 9

## Submit Application

Staff will review the application for completeness. The application shall be accepted or rejected within two (2) days.

### **Application Accepted**

See Chapter 2: Review and  
Approval Procedure

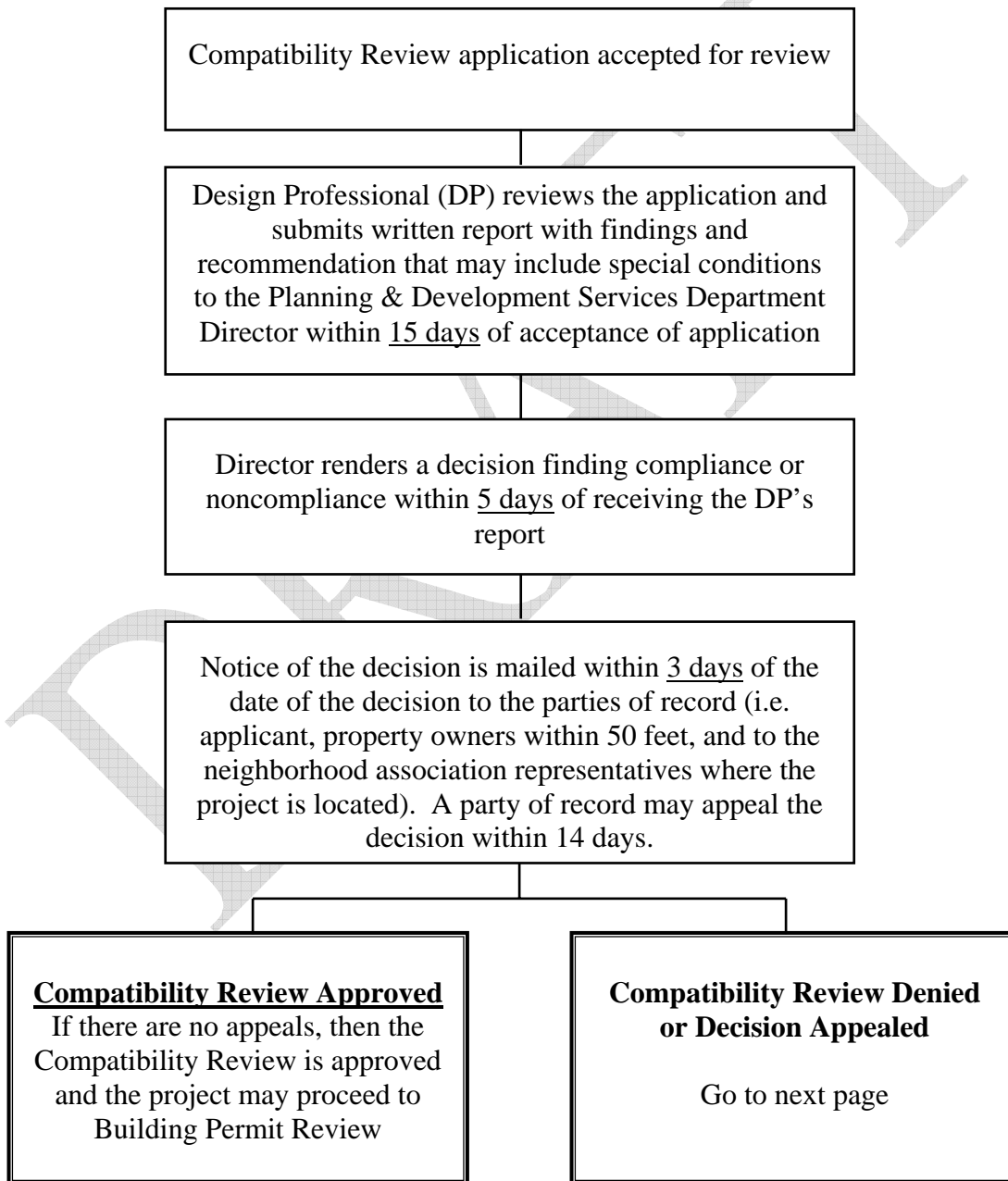
### **Application Rejected**

Confer with Design  
Professional & Resubmit

## CHAPTER 2: DESIGN REVIEW & APPEAL PROCEDURES

### **2.1: Review and Approval Procedure**

Applications are reviewed and considered for approval in accordance with Sec. 23A-32.1 (NPZ Design Review Procedure) as shown in the following diagram.



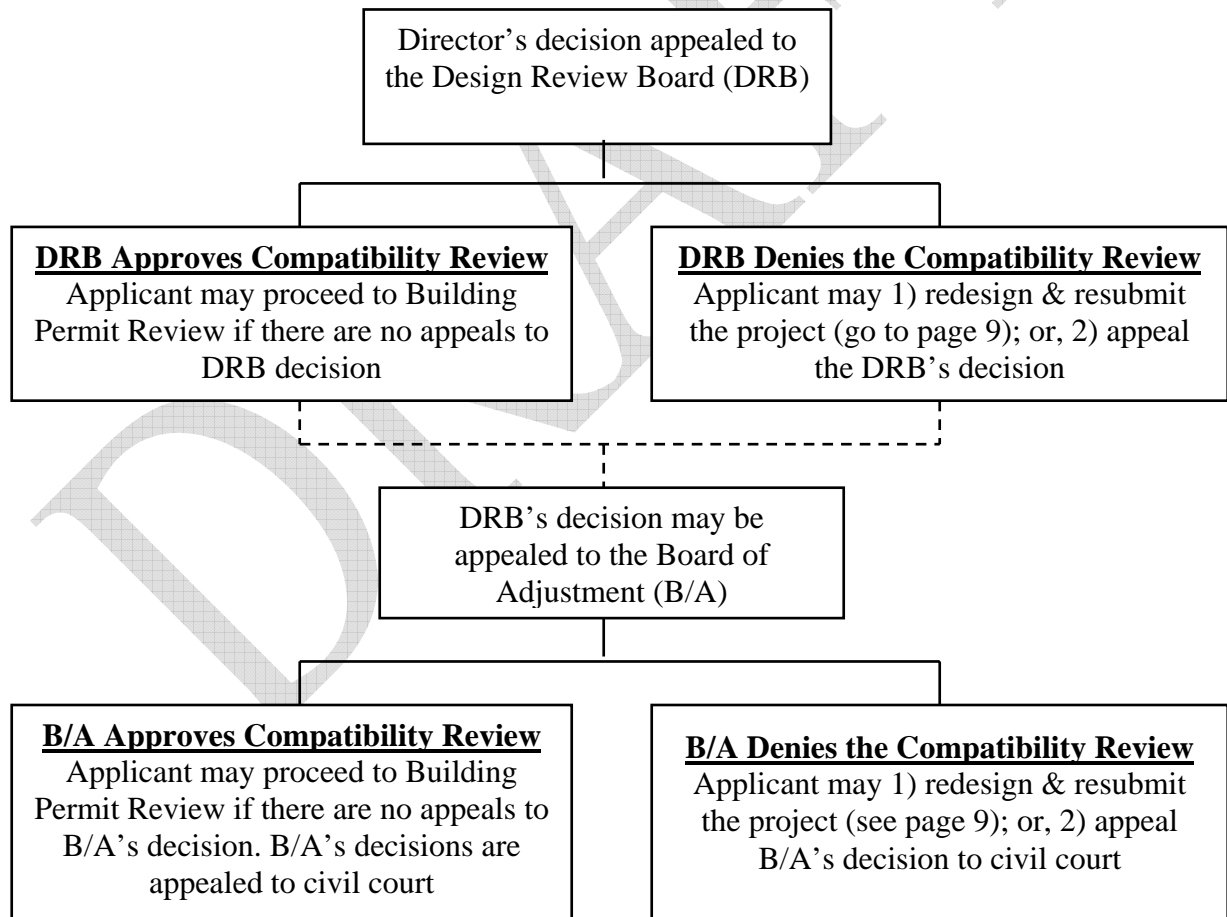
## **2.2: Compatibility Review Denied – Applicant Options**

Option #1: Redesign and Resubmit the Project for Compatibility Review. Applicants may redesign their projects addressing the Director's findings and resubmit their projects for reconsideration. The application will follow the review and approval procedure described in Section 2.1 on page 9.

Option #2: Appeal the Director's Decision. See Section 2.3: Appeal Procedures.

## **2.3: Appeal Procedure**

Applicants, property owners within fifty (50) feet of the project, and designated neighborhood association representatives where the project is located may appeal decisions of the Compatibility Review as follows.



## CHAPTER 3: COMPATIBILITY REVIEW CRITERIA

### **3.1: Introduction**

The Compatibility Review Criteria are the defining characteristics of the National Register Historic District as determined by a study of the neighborhood by consultants titled “Character-Defining Elements of the Jefferson Park Neighborhood” (see Appendix B) and are used when evaluating a project’s compatibility.

Projects shall be reviewed in accordance with the Compatibility Review Criteria as provided in this chapter. The Compatibility Review Criteria are based on the NPZ enabling ordinance’s Compatibility Review Criteria and the *Character-Defining Elements of the Jefferson Park Neighborhood* study (Appendix B).

The Compatibility Review Criteria (i.e. Front Yards, Massing, Scale, Architectural Style, and Landscaping) are the key features of the streetscape in the Jefferson Park Neighborhood as identified through the stakeholder process.

Applicants are strongly encouraged to follow the Pre-Submittal Guidelines described in Chapter 1 of this manual prior to designing their projects.

### **3.2: Achieving Compliance with the Compatibility Review Criteria**

#### ***Neighborhood Recommendation:***

- 1. Require compliance with the Priority Review Criteria and the Secondary Review Guidelines as all of these criteria support the intent of the adopted Jefferson Park Neighborhood Plan and the historic character of the neighborhood.*
- 2. At a minimum, make the following criteria Priority Review Criteria as they are “part and parcel of Architectural Style”: Exterior Building Walls, Roofs, Carports and Garages, Porches, and Windows.*

***Developer Recommendation:*** *Make compliance with the Compatibility Review Criteria advisory, not required.*

#### **Staff Recommendation:**

Compliance with the Compatibility Review Criteria is achieved by demonstrating compliance with all applicable criteria. The requirements of each criterion are included in their respective section.

### **3.3: Compatibility Review Criteria – Defining Characteristics and Requirements**

#### **A. Front Yards**

##### Defining Characteristic:

*Front Yard Setback:* Residences have “[c]onsistent setbacks that creates [a] uniform depth of front yards.” (Appendix B, page 12)

*Screening:* “Many houses have various forms of screening across the front of the lot to provide security or privacy. Perimeter walls around the entire front yard are also common. These walls are often 5–6 feet in height, and are usually of masonry construction with a stucco finish and large ornate entry gates.” (Appendix B, page 2)

*Retaining walls:* “A notable characteristic of the Jefferson Park Neighborhood is the high incidence of raised lots, many of which are one foot or more above street grade...Raised lots generally have low retaining walls to create front yards that are level with the house or incorporate landscaping features which emphasize the sloped terrain. The most typical treatment is a low retaining wall of brick masonry, stone, or landscape timber across the front of the lot, creating a linear demarcation between the front yard and the street.” (Appendix B, page 2)

Applicability: Only those projects proposing a substantive change of the property’s front building elevation closest to the street must comply with this criterion’s requirements. For purposes of this section, a substantive change of the property’s front building elevation refers to an addition and/or alterations to the affected building elevation, construction of a new structure, or similar change that significantly affects the front elevation of the structure as seen from the streetscape.

##### Requirements:

<p><b><i>Developer Recommendation:</i></b> Allow the setback as permitted by the underlying zone</p>
--

##### **Staff and Neighborhood Recommendation:**

1. The project shall be no closer to the street than the contributing property closest to the street within the Development Zone.
2. The project’s front yard setback shall not be less than the minimum required setback requirement of the underlying zone.

3. Porches may encroach into the setback established in #1 above, but shall not be less than the minimum required setback of the underlying zone.
4. Walls and other forms of opaque screening are discouraged where they are not consistent with the defining characteristic of the neighborhood and/or could threaten the contributing property status of a structure. Jogs, offsets, and landscape treatment designed with the wall are encouraged.
5. Avoid chain link fencing along street frontages.
6. Low retaining walls should be incorporated into the design when warranted.



Required: Front yards of similar depth to others adjacent and nearby; low retaining walls at the sidewalk where conditions warrant.



Preferred: Screening for security purposes should not obscure views of the property

## B. Massing

Massing refers to the arrangement of the elements of a building to compose its overall shape.

Defining Characteristic: “The Jefferson Park Neighborhood includes nearly 900 single-family houses. There is a broad range of building sizes, with large and small houses on relatively large lots. About 96 percent of all buildings are single-story houses; there are only eight historic houses that were originally built with two stories (all on large lots), and about 28 other two-story structures, including commercial properties, apartment complexes, and additions to single-family houses. Throughout the neighborhood there is considerable variability in lot width, house width, and spacing between houses, but consistent setbacks produce uniform depth of front yards.” (Appendix B, page 1)

Applicability: Any project requiring an NPZ Compatibility Review must comply with the requirements of this section.

### Requirements:

#### ***Neighborhood Recommendation:***

1. *Require the following neighborhood preservation strategies from the adopted Jefferson Park Neighborhood Plan:*
  - *Maximum lot coverage = 50%*
  - *Maximum size of 2<sup>nd</sup> floor = 5.25% of total lot area*
  - *Maximum building height = 16’ for one story; 20’ for two story*
2. *Do not allow exceptions or modifications. Rationale: “Most of the secondary criteria would be met by developers in any event so there is no real incentive here (particularly when the architectural style guideline has become a primary criterion. The exception becomes the rule, and the developers get to build even larger buildings that are not compatible with the historical architecture of the neighborhood.”*

*Minority Opinion: The upper floors should be restricted only as required by the Front Yard setback criteria where applicable. Where not applicable, the setback should be defined by the underlying zone. If there is to be further restriction on the size of upper floors, I would prefer a restriction on the visible vertical surface area flush with ground floor façade (i.e. encouraging projection and recession), instead of a restriction on the size of upper floors’ floor area.*

***Developer Recommendation: Do not impose more restrictive regulations than those permitted by the underlying zone. Do not restrict the size of second floors.***

**Staff Recommendation:**

1. The lot coverage shall not exceed fifty (50) percent (Strategy 1.2.1.e: Lot Coverage).
2. The enclosed floor area of the upper floor(s) shall be no greater than forty-five (45) percent of the entire enclosed floor area of the dwelling. [***Neighborhood Recommendation:** Do not support. The neighborhood plan recommends that the second floor be no more than 5.25% of the total lot area.*]
3. Demonstrate how massing design features used by contributing properties within the Development Zone or from contributing properties of similar size within the Jefferson Park National Register Historic District are incorporated into the proposed building or addition. Techniques may include projections and recessions, varied rooflines or stepped parapet heights, porches, and/or gabled roof with dormers. Submit photographs of applicable contributing properties illustrating the design features used.
4. Applicants are encouraged to use the following strategies from the Jefferson Park Neighborhood Plan in designing the massing features:
  - a. Second floors area shall not be more than 5.25% of the total lot area (Strategy 1.2.1.b: Height); and,
  - b. Maximum heights: 16' for one story development and 20' for two-story development (Strategy 1.2.1.b: Height);



Use projections and recessions, varying rooflines or stepped parapet heights, porches, and/or gabled roofs with dormers to reduce the apparent height of the building and to relieve large surfaces.

**C. Scale:**

Scale refers to the comparative size of a project and its elements in relation to the contributing properties in the Development Zone.

Defining Characteristic: “The Jefferson Park Neighborhood includes nearly 900 single-family houses. There is a broad range of building sizes, with large and small houses on relatively large lots. About 96 percent of all buildings are single-story houses; there are only eight historic houses that were originally built with two stories on large lots, and about 28 other two-story structures, including commercial properties, apartment complexes, and additions to single-family houses. Throughout the neighborhood there is considerable variability in lot width, house width, and spacing between houses, but consistent setbacks produce uniform depth of front yards.” (Appendix B, page 1)

Applicability: Any project requiring an NPZ Compatibility Review must comply with the requirements of this section.

Requirements:

***Neighborhood Recommendation:***

1. *Require a Residential Floor Area Ratio (RFAR) of 0.35. “The Neighborhood Plan identified .35 as the maximum allowable RFAR acceptable in Jefferson Park.” (Strategy 1.2.1.a: Density from the Jefferson Park Neighborhood Plan) “The average historic RFAR in the neighborhood is closer to 0.20 – 0.25. An RFAR of 0.35 is very generous and should not negatively impact developers.”*
2. *Do not allow exceptions to the RFAR requirement.*
3. *Require that additional structures shall be no more than 50% of the principal structure as recommended in the adopted Jefferson Park Neighborhood Plan.*

***Developer Recommendation:*** *Make compliance with the Compatibility Review Criteria advisory, not required*

**Staff Recommendation:**

1. The enclosed space on the project site shall not exceed a Residential Floor to Area Ratio (RFAR) of 0.40. RFAR is a ratio expressing the amount of square feet of floor area permitted for every square foot of land area within the site. The total allowable floor area of development includes the existing floor area plus proposed additions and/or new construction. RFAR calculations will be based on the gross square footage of all enclosed space on the site including garages, accessory structures, and permanent storage. Unenclosed structures, including porches, carports, and patios, are excluded from the total allowable floor area calculation.

2. Applicants are encouraged to comply with the following:
  - a. Additional structures shall be no more than fifty (50) percent of the principal structure (Strategy 1.2.1.d: Additional Structures from the Jefferson Park Neighborhood Plan); and,
  - b. Multistory structures should comply with Section 3.2.12 (Solar Considerations) of the City of Tucson Land Use Code.



The scale of the multistory structures shown here do not reflect the historic scale of the adjacent properties and the neighborhood in general. Multistory structures must incorporate design features to reduce the apparent height of the building and to relieve large surfaces.

## D. Architectural Style

Introduction: Architectural style is an amalgamation of individual design components (or defining characteristics), which for purposes of this design manual, are the exterior building wall materials, porches and balconies, roofs, and windows. A description of each historical architectural style present in the Jefferson Park Neighborhood and the individual design components is provided below.

### Requirements:

#### General Requirements:

1. For additions to existing structures, the same architectural style (including the individual design components) as the existing structure shall be used.
2. For new construction, the project shall incorporate elements of any one of the predominant architectural styles used by a contributing property in the project's Development Zone. New construction should not repeat, copy, or be identical to the architectural style of a contributing property, but rather use it as a design reference.

#### Individual Design Component Requirements:

1. *Exterior Building Wall Materials.* Projects must use an exterior building wall material compatible with a contributing property in the Development Zone.
2. *Porches.* If a porch is provided, the porch must be compatible with the style of the house and the houses of that style within the project's Development Zone.
3. *Balconies.* Balconies are discouraged as they are not historically compatible with the historic district. However, if balconies are provided, they must comply with the objectives of Section 4.5: Mitigation of Privacy Intrusions from Balconies.
4. *Roofs.*
  - a. Roofs must be historically compatible with a type present among contributing properties in the project's Development Zone. The pitch of gabled roofs can be no greater than the pitch used by a contributing property in the project's Development Zone.
  - b. Alternative roof types, such as A-frames, geodesic domes, and Swiss Chalet, are prohibited.
  - c. Alternative roofing materials are allowed as long as the proposed materials are visually compatible with material historically used in the neighborhood.
  - d. Roofs types within the same block should vary to avoid redundancy.

5. *Windows.*

- a. The type, proportion, and placement of the windows in the project should be visually compatible with those in the Development Zone.
- b. Window materials do not have to be the same as those contributing properties in the neighborhood, but should be visually compatible. This applies also to energy efficient replacement windows.

**Architectural Style – Defining Characteristic:**

“Houses built during the initial development of the neighborhood, 1898–1945, reflect a variety of architectural styles including Bungalow, Spanish Colonial Revival, Pueblo Revival, Southwest, and National Folk. Most of the houses of the neighborhood were built after World War II, and reflect a broad range of postwar styles including Transitional Ranch, Simple Builder Ranch, Simple Custom Ranch, Modern Ranch, Tucson Ranch, Postwar Pueblo, and Postwar Territorial.” (Appendix B, page 13)

*Architectural styles (1898 – 1945)*



Bungalow

- Wide, low proportions
- Low-pitched, shingled, roof with front-facing gable, dormers, and/or multiple ridges
- Large, covered front porch
- Exposed structural members, natural materials

Spanish Colonial Revival

- Flat roof with stepped or curvilinear parapet, or low-pitched, tile gable or hip roof with little overhang
- Projecting front porch with separate roof and arched or square openings
- Paired wood, double-hung or steel casement windows





#### Pueblo Revival

- One story
- Square or irregular floor plan
- Flat roof with irregular parapets
- Stucco covered exterior walls
- Rounded walls and roof corners
- Square or rectilinear window openings
- Vigas and canales applied ornamentation

#### Southwest

Architect being consulted on features of Southwest architectural style

Reserved for photo showing Southwest architectural style

Reserved

- Photo showing National Folk style

#### National Folk

- Designed mostly for functionality and absent any particular style
- Older examples are wood or adobe; more recent ones are stucco or concrete block
- Some examples borrow details from other styles

*Architectural Styles (Post- World War II)*

Transitional Ranch

- One story
- Small, square or L-shaped floor plan
- Medium pitched gable or hipped roof with asphalt shingles
- Brick, block, or stucco exterior walls
- No porch or small entry porch
- Casement windows; occasional corner or shuttered windows



Simple Builder Ranch

- One story
- Medium pitched gable roof with asphalt shingles
- Brick, burnt adobe, or block exterior walls
- No porch or small entry porch created by an extension of the main roof over some portion of the front façade
- Single car carports
- Casement and picture windows or window wall assemblies on front façade
- No detailing or ornamental trim other than shutters

Simple Custom Ranch

- One story
- Rectilinear and L-shaped floor plans with a strong horizontal emphasis
- Medium to low pitched gabled roofs often covered with tile, asbestos, or wood shingles
- Brick, burnt adobe, mortar washed brick or slump block exterior walls
- Porches are a dominant element on the front façade, often spanning the full length of the house
- One- or two-car carports and garages
- Decorative window treatments including the inclusion of corner and bay windows, different materials on window surrounds and shutters





#### Modern Ranch

- One story
- Rectilinear floor plan
- Flat or low pitched gabled roofs built up using impermeable materials
- Brick or block exterior walls
- No or narrow porches created by the extension of the main roof over all or a portion of the front façade
- One- and two-car carports
  - Prominent windows on front façades

#### Postwar Territorial

- One story
- Rectilinear floor plan with the front façade articulated with projecting and recessed wall planes
- Flat roof with varied parapets and roof levels
- Brick or slump block exterior walls
- Flat or shed entry overhangs, often tiled
- Attached carports and garages
- Rectilinear or arched window openings



#### Postwar Pueblo

- One story
- Square or irregular floor plan
- Flat roof
- Stucco covered exterior walls
- Rounded walls and roof corners
- Square or rectilinear window openings
  - Vigas and canales applied ornamentation

Tucson Ranch

- One story
- Simple rectilinear floor plan
- One exterior wall material, usually burnt adobe
- Low-pitched broadside gabled roof with smooth white built-up sheathing
- Broad roof overhang across front façade sometimes trimmed with a simple fascia board
- One- and two-car carports
- Picture windows on front façade



**Exterior Building Walls – Defining Characteristic:**

“Exterior walls of houses are generally of one primary material. The typical building material for exterior walls in the neighborhood is natural red brick; other common materials include burnt adobe, concrete block, and stucco over wood frame or masonry walls.” (Appendix B, page 13)



Brick



Burnt Adobe



Stucco

Required: Exterior walls of brick, burnt adobe, concrete block, or stucco.

### **Porches and Balconies – Defining Characteristic:**

“The predominant type of front porch, particularly in postwar Ranch houses, is formed by extended eaves supported by wood or decorative iron posts; some variants are simply broad overhanging eaves with no supports. Period Revival and Postwar Pueblo houses usually have shed-roofed porches with clay tile roofs supported by wood posts; arcaded porches and vestibules are also common.” (Appendix B, page 13)

Balconies are not historically compatible with the historic district and are therefore, discouraged.



Required: Front porches similar in size and placement to others nearby.

### **Roofs – Defining Characteristic:**

There are two roof types characteristic of Jefferson Park: gable and flat roof with parapets.

*Gable Roofs:* “The most common roof types are side gable or cross-gable with asphalt shingles. They are generally low pitched to very low pitched. Occasionally gable roofs are clad with clay tile.” (Appendix B, page 12)

*Flat Roofs with Parapets:* “Flat roofs with parapets are also typical. Parapets are usually straight, but occasionally shaped or crenelated, and the top edges may be flat or rounded, and sometimes capped with brick coping.” (Appendix B, page 12)



Gable roof with shingles and dormer



Cross gable roof with clay tile

**Windows – Defining Characteristic:**

“Typical window types are wood double-hung, steel casement, and large picture windows. There is a particular tripartite arrangement of grouped windows that is seen throughout the neighborhood. Spanish Colonial Revival and Southwest style houses that were built prior to World War II often have a set of three arched windows on the front, with a large fixed picture window in the center flanked by narrow operable windows, usually wood casement or single-hung sash. In postwar construction there is a rectangular variation of this tripartite theme that is even more widespread. It consists of a large steel sash picture window flanked by narrow vertical casement windows.” (Appendix B, page 10)



Preferred: Wood double-hung or steel casement windows, or windows similar in appearance, including the trim, to those of nearby properties. Windows should be set in from the exterior surface of the wall with an at least two inch (2”) reveal.

## E. Landscaping (Required of New Structures Only)

Defining Characteristic. “Dense vegetation in the front yards of many houses, with a variety of trees, shrubs, and ground cover plants; in some cases vegetation obscures the view of the house to the extent that it can render a property noncontributing. Remnant landscape type predominates throughout the neighborhood.” (Appendix B, page 12)

Applicability: Landscaping will only be reviewed for compatibility when a project proposes a comprehensive change to the streetscape, such as the construction of a new residential unit.

Requirement: Landscaping in the front yard shall be compatible with the project’s Development Zone.

Additional Guidelines: The following are strongly encouraged, but not required:

1. Drought-tolerant, native landscaping that reduces the heat island effect should be used.
2. Organic and inorganic ground cover should be used to mitigate dust pollution from the project site.
3. Use of water harvesting techniques is strongly encouraged.



Preferred: Use drought-tolerant, native landscaping and ground cover.

## CHAPTER 4: ADVISORY DESIGN GUIDELINES

### Recommendations/Comments about the Secondary Review Guidelines in general:

#### ***Neighborhood Recommendation:***

- 1. Require compliance with the Priority Review Criteria and the Secondary Review Guidelines as all of these criteria support the intent of the adopted Jefferson Park Neighborhood Plan and the historic character of the neighborhood..*
- 2. At a minimum, make the following criteria Priority Review Criteria as they are “part and parcel of Architectural Style”: Exterior Building Walls, Roofs, Carports and Garages, Porches, and Windows.*

***Developer Recommendation:*** *Make compliance with the Secondary Review Guidelines advisory, not required*

***Staff Recommendation:*** *Make compliance with the Secondary Review Guidelines advisory, except when an exception to one of the Priority Review Criteria is requested. In these instances, compliance with 50% of the applicable Secondary Review Guidelines is required.*

### **4.1: Introduction**

The following guidelines are provided for advisory purposes only. Applicants are strongly encouraged, but are not required, to comply with these guidelines.

### **4.2: Garages and Carports**

#### **Defining Characteristic:**

“Many of the houses in Jefferson Park do not have carports or garages, largely due to the age of houses (mostly were built before 1950), and the relatively few alterations that have been made. Recently constructed carports and garages are often located at the rear of the lot and are accessible from the alley.” (Appendix B, page 12)

Guidelines: Garages and carports should be architecturally compatible with the main structure. Garages and carports should be located to the side or rear of the residence so that they are flush

with or behind the front elevation of the main structure and accessed from the alley where possible.



Carport at side of house

Preferred: Parking at the rear of the lot, accessed by an alley where feasible, or by a narrow driveway along the property line; a carport or porte-cochere at the side of the building if this occurs nearby.

#### **4.3: Pedestrian Ways**

##### **Defining Characteristics:**

*Sidewalks:* “Many parts of the Jefferson Park Neighborhood do not have public sidewalks, and most of the existing sidewalks are of relatively recent construction.” (Appendix B, page 1)

*Private walks:* “Most houses have a straight private walk leading from the street to the front entry or porch.” “Private walks from the street to the front entry often have two or more steps near the front of the lot to provide easy access to higher level of the property.” (Appendix B, page 2)

*Guidelines:* For projects proposing a substantive change of the property’s building elevation facing the street, such as with the construction of a new residential unit, a pedestrian way should be provided from the right-of-way to the front entry or porch. A pedestrian way from the driveway to the front entryway or porch is acceptable.



Preferred: Pedestrian ways should be provided from the public sidewalk to a front porch or entryway.

#### **4.4: Vehicular Use Areas**

##### **Defining Characteristics:**

*Streets & Alleys:* “Gridded streets with fairly uniform blocks are typical throughout most of the neighborhood, with the exception of Desert Highlands, a post-World War II subdivision in the northwest corner of the proposed district, which has two curvilinear streets. The primary orientation of the streetscape is east-west. Almost all houses front on the east-west streets, and the north-south streets provide pedestrian and vehicular access into the neighborhood and to the alleys. Campbell Avenue, Euclid Avenue/First Avenue, and Grant Street are major arterial streets that define the boundaries of the neighborhood. Park Avenue and Mountain Avenue are the primary north-south streets that handle most of the non-local traffic through the neighborhood.” (Appendix B, page 1)

“Most parts of the neighborhood have square poured concrete curbs, while some areas have no curbing. Several traffic circles were recently constructed at intersections as traffic calming features.” (Appendix B, page 1)

“Alleys with an east-west orientation bisect each block, providing access to the backs of lots, which occasionally have garages or carports.” (Appendix B, page 1)

“Alleys at the rear of the lots between the east-west streets.” (Appendix B, page 12)

*Driveways:* “There is little consistency in driveways. Most are paved, some are gravel, and some houses have no visible drive or area for parking on the front of the lot. Most houses have a straight private walk leading from the street to the front entry or porch.” (Appendix B, page 2)

##### **Guidelines:**

1. Vehicular parking areas should be on the side or rear of the structure.
2. Projects should take access from an alley whenever possible.
3. Alleys should be preserved and maintained.
4. Compliance with the following Parking Strategies from the Jefferson Park Neighborhood Plan is strongly encouraged:
  - a. Parking locations should be accessed from a driveway either off an alley or off the street frontage with a single curb cut.
  - b. Group parking in front yards in the rear of a lot is strongly discouraged.

#### **4.5: Accessible Ramps**

The addition of a wheelchair accessible ramp to an existing residence typically does not affect a structure's contributing property status or require a building permit, and therefore, is not required to comply with the design manual.

However, when a building permit is required for a wheelchair accessible ramp, the Design Professional will work with applicants on the design of the ramp to maintain a structure's contributing property status. Examples of when a building permit is required for construction of an access ramp include:

- When a ramp is required by the Inclusive Home Ordinance for new residential construction or for a commercial use permitted in a residential district, such as an Adult Care Facility;
- When a ramp exceeds 30" in height; or,
- When a ramp extends into the building setback area.

Applicants should consult with the City's Historic Preservation Officer and the Planning and Development Services Department to determine whether the proposed ramp will affect the structure's contributing property status or require a permit.

## CHAPTER 5: PRIVACY MITIGATION

### **5.1: Requirement**

Applicants proposing multistory residences must design projects to limit visual and noise intrusion into adjacent properties. While all intrusions cannot be prevented, applicants are required to provide a reasonable level of privacy mitigation, which can be achieved by complying with the requirements of this chapter.

### **5.2 Applicability**

- A. Privacy mitigation is required (NPZ Ordinance, Section 2.8.11.9.C.5) when the following types of development are proposed adjacent to existing single-story residences:
- Construction of a multistory residence;
  - Addition of a story to an existing residence; or,
  - Additions to existing second floor or higher stories.
- B. Privacy Mitigation is encouraged, but not required of proposed single-story projects.
- C. Where a two-story building is proposed adjacent to existing two story residences, Privacy Mitigation regarding location and screening of balconies is encouraged, but not required.

### **5.3 How to Use this Section**

Privacy mitigation is divided into four categories: Windows, Balconies, Screening, and Lighting.

Each category has Requirements and Strategies. Applicable projects must comply with the Requirements of each applicable privacy mitigation section. The Strategies are recommended ways of accomplishing the requirement.

Applicants may propose strategies other than those provided if the objective is met. The Planning and Development Services Director will determine if the alternate strategy meets the requirement's intent.

The Design Professional may require a specific strategy or allow optional strategies when the applicant's design proposal does not comply with a reasonable level of privacy mitigation.

#### 5.4 Mitigation of Privacy Intrusions from Windows

**Developer Recommendation:** Do not restrict the size or location of windows.

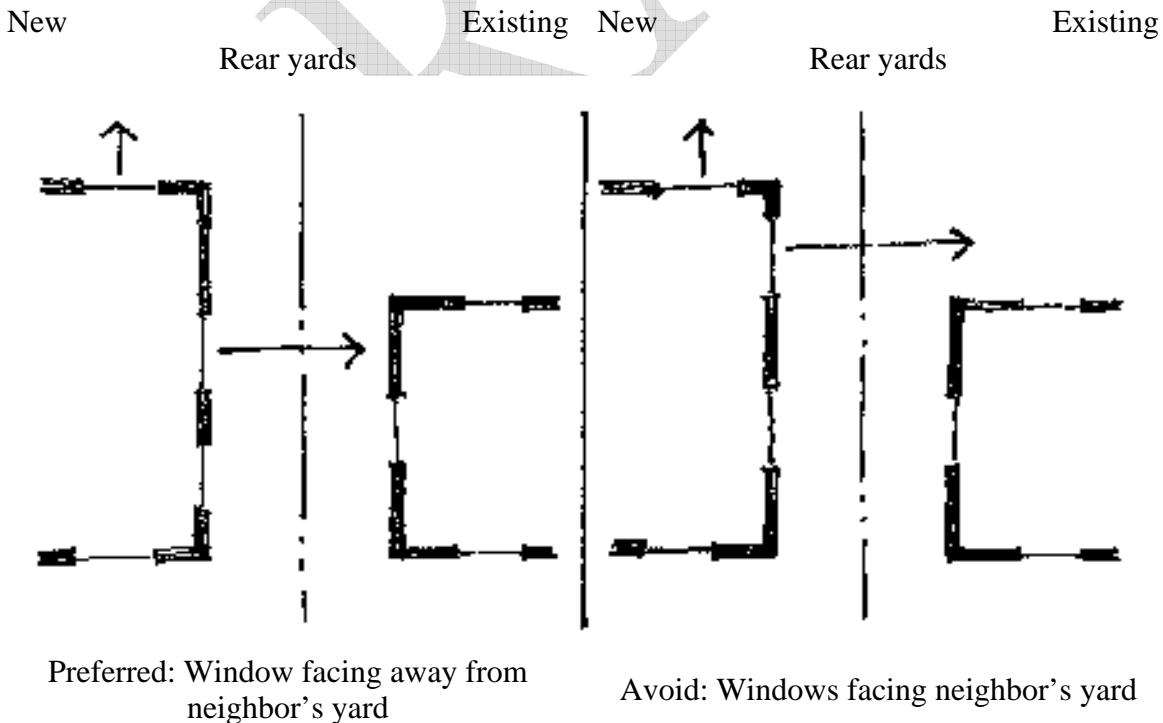
**Neighborhood Recommendation:** Window placement must be restricted in order to comply with the NPZ enabling ordinance requiring privacy mitigation.

##### Staff and Neighborhood Recommendation:

Windows can cause intrusion into the privacy of neighboring properties. This can occur in two ways: windows of neighboring properties directly facing each other, and windows of one building facing into the private yard of a neighboring property. Chances of the latter occurring are much greater and more difficult to mitigate in the case of upper floor windows. Types of privacy intrusion from windows and various ways to mitigate intrusions are outlined below.

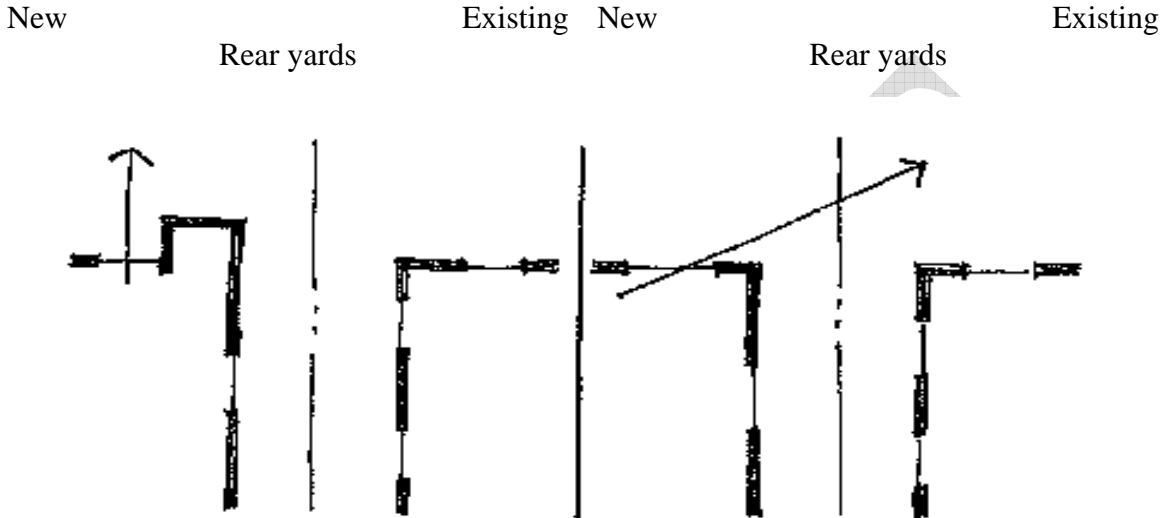
**Requirement:** Upper-floor windows must be designed, located, and/or treated to minimize direct views from upper story windows of new multistory development into windows and private outdoor living spaces of neighboring buildings. When the City's adopted Building Code requires an accessible window on an upper floor for safety reasons, the window must be translucent.

Strategy #1: Orient windows away from neighbors' private yards and windows.



Strategy #2: When a new window must face a neighbor's yard a window with the sill at least five feet above the floor or a translucent window should be used.

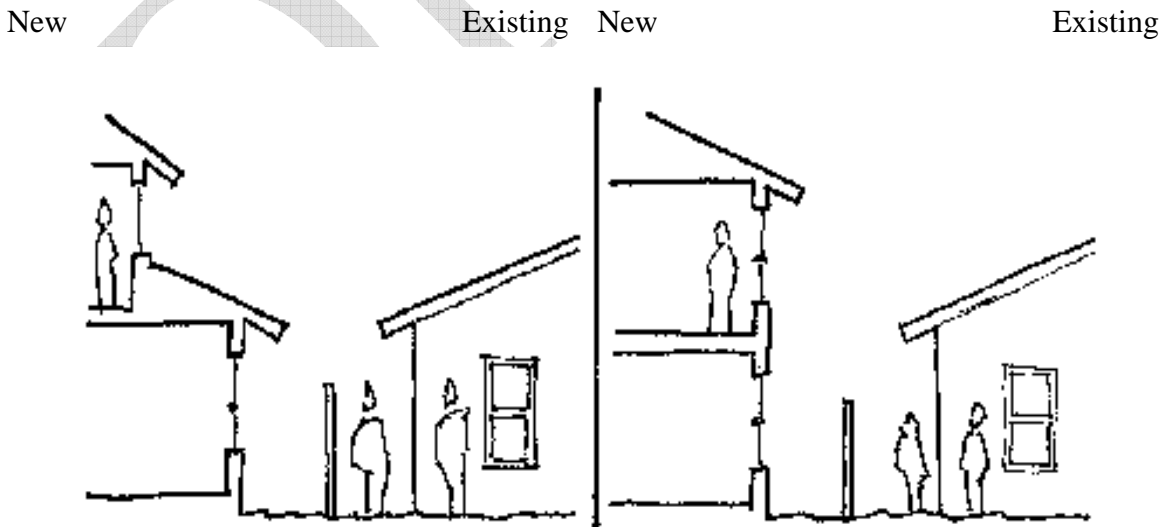
Strategy #3: Where an existing single story residence exists, adjacent rear-facing, upper floor windows should be recessed into the building to avoid side views into neighbors' private yards.



Preferred: Upper floor windows recessed into building

Avoid: Upper floor windows at face of building with side view into a neighbor's yard

Strategy #4: Set the upper floors back from the first story to provide greater distance from upper floor windows into neighbors' private yards.



Preferred: Upper floor set back from 1<sup>st</sup> story

Avoid: Upper floor even with 1<sup>st</sup> story

### 5.5: Mitigation of Privacy Intrusions from Balconies

**Neighborhood Recommendation:** Prohibit balconies as they historically incompatible with the neighborhood's character. In lieu of banning, balconies should be severely restricted in size and location to ensure the privacy of adjacent residents.

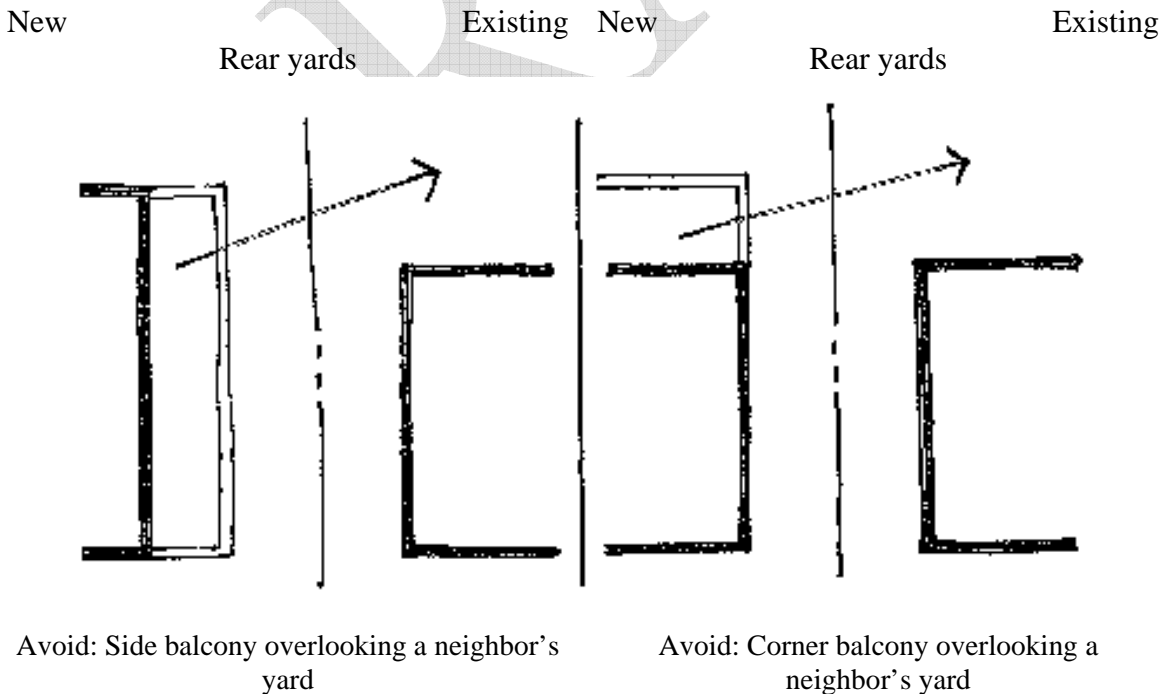
**Developer Recommendation:** Do not restrict the size or location of balconies.

#### Staff and Neighborhood Recommendation:

Poorly designed or improperly placed balconies can cause noise and visual intrusions into neighboring properties. This is particularly true in the Jefferson Park Historic District, as it is comprised mainly of single-story houses, which provide little protection from views from second-story balconies. Types of privacy intrusion from balconies and various ways to mitigate these intrusions are outlined below.

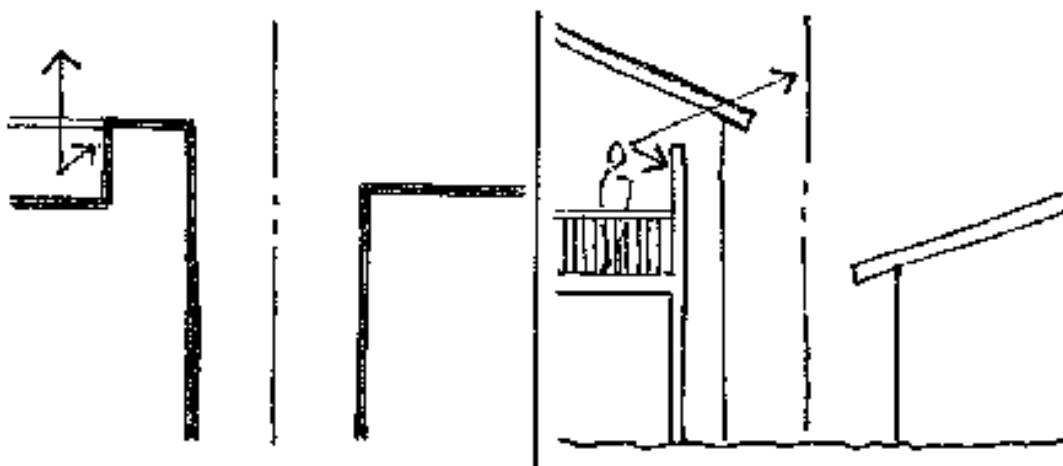
**Requirement #1: Balconies must be designed, located and/or screened to mitigate the visual intrusion into neighbor's windows and private outdoor living space.**

Strategy #1: Prohibit balconies at the side or corner of a building to prevent views into a neighbor's private yard.



## Rear yards

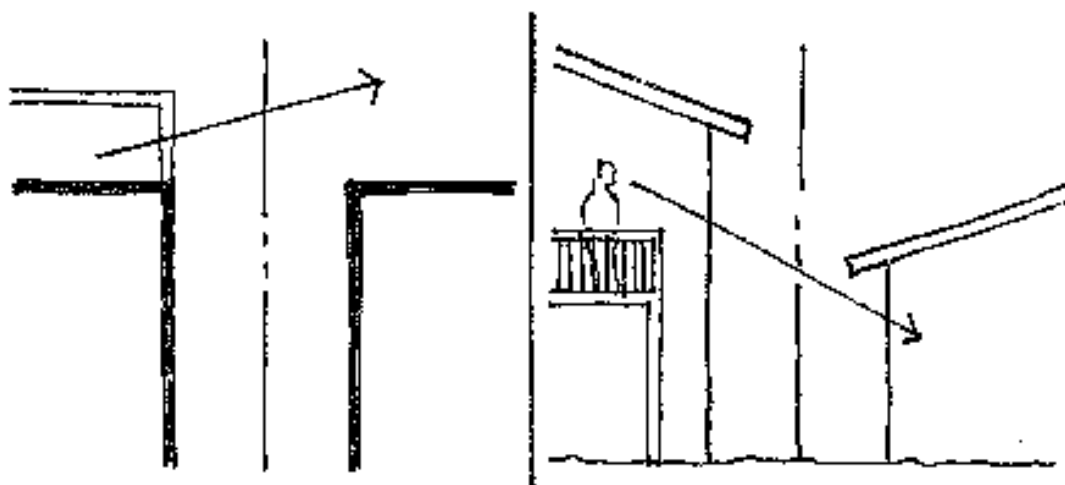
Existing



Preferred: Balcony with 6' high opaque screen to prevent view into neighbor's yard

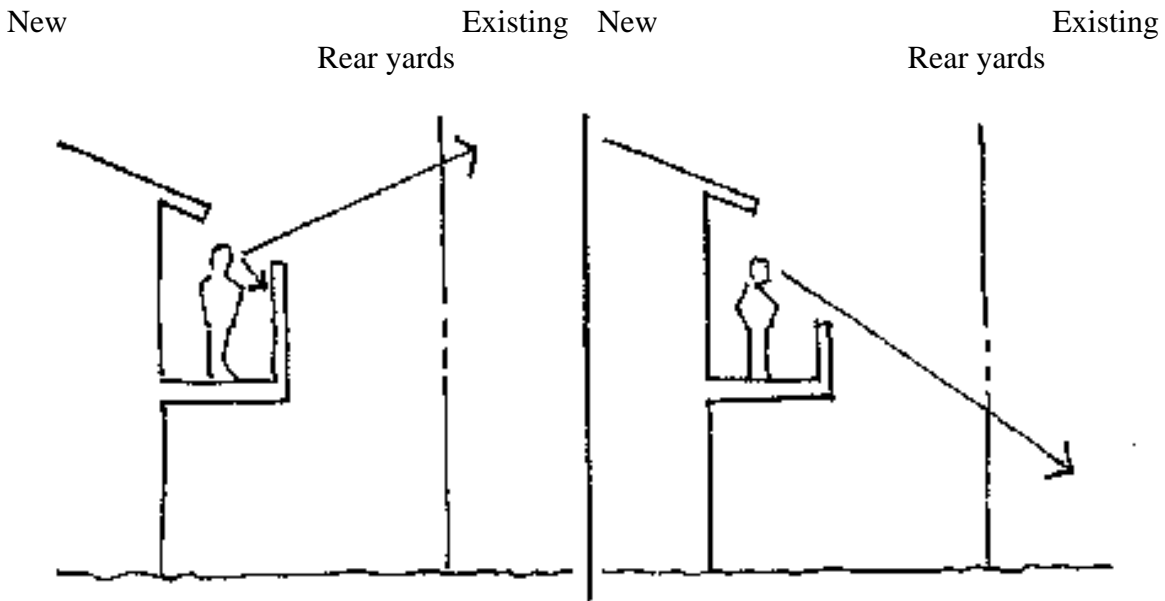
## Rear yards

Existing



35

Strategy #3: Where a rear-facing balcony overlooks a neighbor's rear yard and is less than 25 feet from the neighbor's rear property line, a six-foot high opaque screen should be provided on the balcony to prevent views into the rear neighbor's private yard.

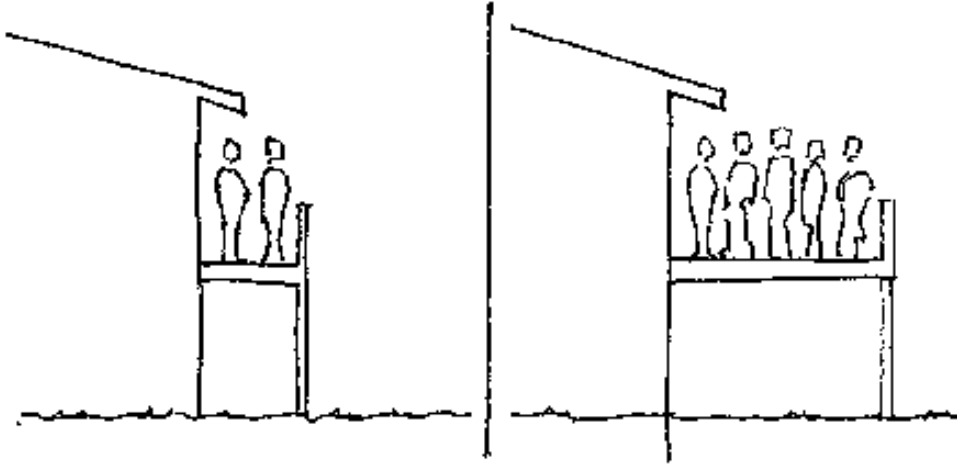


Preferred: Balcony with 6' high screen preventing view into neighbor's rear yard

Avoid: Open balcony with view into neighbor's rear yard

**Requirement #2:** Large balconies can serve as noise-producing social gathering areas, and a balcony that faces another balcony across the street or across a property line may encourage balcony-to-balcony conversation, again producing noise. Balconies must be designed, located and/or screened to mitigate for noise levels unacceptable to residential neighbors.

Strategy #1: Limit the depth of exterior balconies to five feet, measured from the face of the building to the balcony railing.



Preferred: Maximum 5' deep balcony

Avoid: Room-sized balcony

Strategy #2: Balconies facing the street should be predominantly recessed into the building's façade and small in scale so as not to accommodate more than three persons.

Strategy #3: Avoid balconies on the front of the building, particularly when across the street from another balcony.

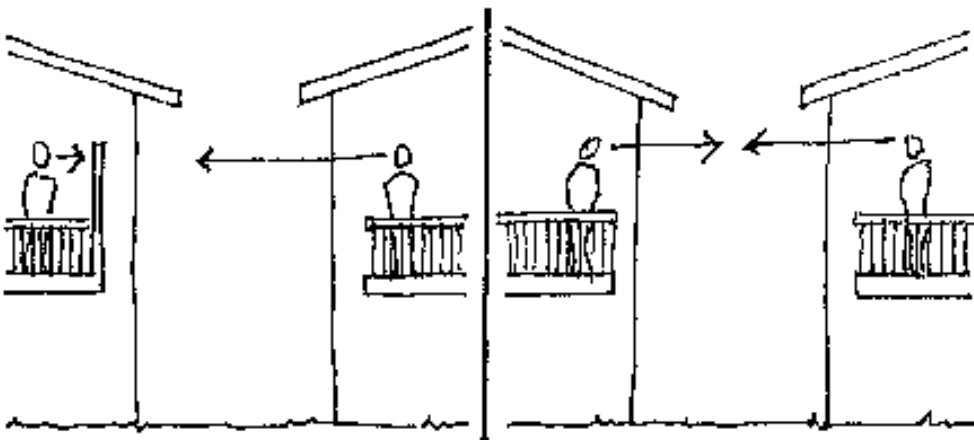
***Minority Neighborhood Recommendation: Delete Strategy #3***

Strategy #4: Where a balcony will face another balcony provide a six foot high opaque screen.

New

Existing New

Existing



Preferred: Balcony with 6' high opaque screen facing another balcony

Avoid: Balcony facing another balcony with no visual screen between them

### **5.6: Screening of Front, Side and Rear Yards**

Screening of yards with walls, fences and/or vegetation can be an effective method for property owners to avoid intrusions into their privacy. In order to preserve the historic character of the Jefferson Park Neighborhood, however, such screening should be historically appropriate.

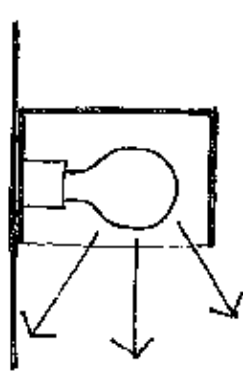
**Advisory Guidelines: Follow the guidelines below when providing privacy screening.**

- 1: Front yards in the Jefferson Park Historic District have historically been left open to the street and are not considered private outdoor living spaces. NOTE: For properties to maintain their status as contributing properties to the historic district, screening in front yard must not exceed forty-eight inches (48”) in height.
- 2: Side yards: Where screening is desired along property lines between buildings, a hedge or vegetative screen of low water use plants is the preferred method. Walls and fences are also allowed. See Chapter 4.4: Mitigation of Privacy Intrusions from Windows regarding opaque screening along property lines or in front of windows. In order to protect access to light and air, the Tucson Land Use Code limits the height of screening outside building setback lines to six feet above design grade.
- 3: Rear yards may be screened by walls, fences or vegetation, with the latter being preferred. Screening is limited in height as described above.

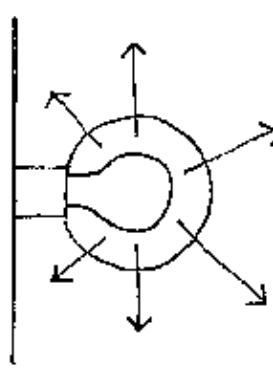
### **5.7: Exterior Lighting**

Another kind of intrusion into the privacy of residential properties is light shining into windows and/or yards from a neighbor’s exterior light fixtures. The Tucson Lighting Code specifies that all exterior light fixtures must be of the “full cutoff” type. This type of fixture directs light downward and away from adjacent properties.

**Requirement #1:** Use only full cutoff type light fixtures for exterior lighting.



Required: Full cutoff exterior lighting fixture



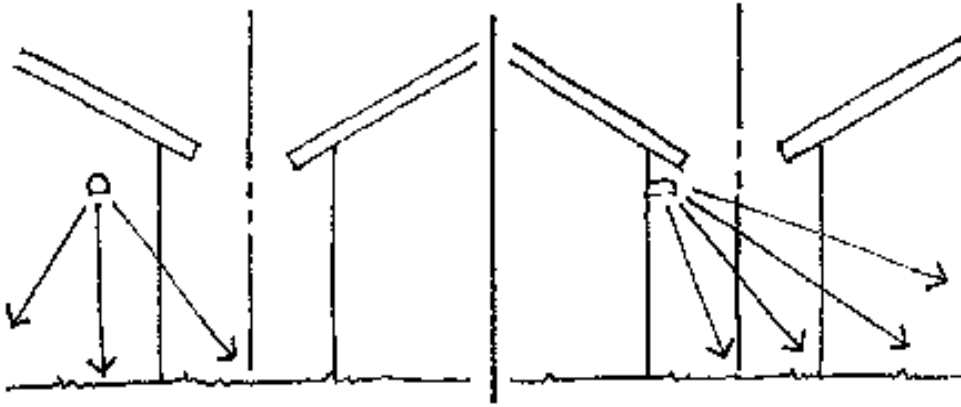
Prohibited: Exterior lighting fixtures that allows light to shine out or up

**Requirement #2:** Locate and/or shield exterior light fixtures to prevent light spillage onto neighboring properties.

New

Existing New

Existing



Required: Exterior fixture lighting only the yard where it's located

Prohibited: Exterior lighting fixtures that shines into a neighbor's yard

## CHAPTER 6: PERMITTED MODIFICATIONS

***Neighborhood Recommendation:*** “Remove incentives completely. An incentive insinuates that there is some benefit to both parties. None of these incentives benefit the neighborhood and are just giveaways to the developers. The only alleged benefit is the waiving of [Proposition] 207 rights and that is of dubious value.”

The incentives provided herein are available only for those proposals that need flexibility on dimensions in order to comply with the Compatibility Review Criteria and Privacy Mitigation requirements. The following incentives are conditionally permitted within the Jefferson Park NPZ for certain dimensional, spatial, and access standards currently applicable in the underlying zones. **In addition to complying with the incentive-specific conditions, applicants are required to execute a Proposition 207 waiver as described below.**

### **Proposition 207 Waiver Required**

In exchange for processing applications requesting an incentive(s) permitted by the Jefferson Park Neighborhood Preservation Zone, landowners must execute a waiver of any right or any potential claim(s) under Proposition 207 [The Private Property Rights Protection Act (A.R.S. §12-1134 et. seq.)] arising from his/her development of the property as permitted by A.R.S. §12-1134 et. seq. As part of the approval process, the waiver must be executed by the applicant and shall be in a form approved by the City Attorney.

### **6.1: Alley access**

1. Alleys historically providing access to rear parking areas for residential development may continue to be used for access
2. Access to residential properties from alleys less than 16' wide is permitted.
3. Residences with less than five (5) bedrooms may use alleys for access and maneuvering. Residences with five (5) or more bedrooms may use alleys for access only.

### **6.2: Modification of Side Perimeter Yard Setback Requirements**

***Neighborhood Recommendation:*** Remove this incentive. Any incentive that allows construction of potentially larger structures is not acceptable.

**Staff Recommendation:**

Applicants may request a reduced side perimeter yard setback to the extent permitted by the City's Building Code.

Conditions:

A modification shall:

- Attempt to retain the contributing status of a building whenever possible
- Not reduce compatibility with the Compatibility Review Criteria
- Comply with the Privacy Mitigation standards

**6.3: Modification of Parking Requirements**

***Neighborhood Recommendation:** "On street parking should not be used to satisfy on site parking requirements. On street should be reserved for guests and trades and/or service people. Additionally, in the event that the block chooses to use ParkWise to restrict parking there would be no where for guests to park."*

1. On-street parking located between the project's lot lines along the same side of the street may count toward meeting a project's parking requirements if it does not obstruct garbage and/or recycling pickup activity.
2. Access and maneuvering for an on-site parking area may occur in the right-of-way if the Design Professional in consultation with the City's Department of Transportation determines it can safely occur.

**6.4: Water Catchment Systems**

Side perimeter yard setback and separation requirements between dwelling units and accessory structures may be modified to accommodate water catchment systems provided the exterior surface of the catchment container is designed to not create a nuisance for abutting property owners, including having a non-glare treatment.

**6.5: Solar Energy Equipment and Panels**

The City will balance solar energy needs with historic compatibility. Solar energy equipment and panels are exempt from the Compatibility Review and Privacy Mitigation requirements of this Design Manual when they are flush with the surface of the roof, confined within the perimeter of the roof area, and in the case of parapet roofs, screened from the street by the parapet walls.

**6.6: Rezoning Adjacent to Arterial & Collector Streets [Under Further Staff Consideration]**

***Neighborhood Recommendation:*** Remove this incentive. ***Rationale:***

1. *The neighborhood plan recommends against the rezoning of properties along the arterials and collectors from residential to a more intensive residential or non-residential zone.*
2. *This incentive “would be appropriate for suburban housing developments where no commercial or high-density residential property exists, however, our neighborhood is surrounded by an abundance of commercial and higher density residential properties within less than a mile from its center. Furthermore, to rezone lots on Park or Mountain would only add to the already heavy traffic on these streets, and create boundaries that would divide Jefferson Park Neighborhood into three separate neighborhoods.”*

“Park Avenue should be removed as it has a majority of historically contributing properties and is almost entirely R1 residential. Park Avenue is also in the middle of an enhancement project designed to make it less of a collector and more of a pedestrian / bicycle route. Mountain should be removed as it also has a majority of contributing properties. Both of these streets are part of the inner core of the neighborhood and any densification would further divide the neighborhood. Grant will be no more suited for development after the RTA than Campbell is now. That leaves Euclid as the only possibility for rezoning however I would recommend against it as it tends to have a domino effect on the adjoining streets.

There is an additional reason which I believe is even more important to forgo considering rezonings. The National Historic designation that we have been approved for, which rewards historic preservation is based largely on streetscape. If a property for instance has a six foot wall it is not judged a contributing property. Contributing to what some may ask. If historic homes are preserved and are visible from the street it is deemed an asset to the community and everyone can enjoy “the streetscape”. The concept of sacrificing the arterials to preserve the core is contrary to this concept. The arterials are where the majority of people in our community can enjoy the view of the historic homes as they drive through town. We are a unified neighborhood and have little interest in being sliced and diced for the benefit of a few to the detriment of the community.

***Neighborhood Recommendation continued:***

I was discussing the rezoning issue with Council member Uhlich and she explained to me that we can require a type of rezoning procedure (I cannot remember what it is called) wherein a rezoning is approved contingent on a specific use and building plan being approved. This would eliminate (hopefully) car washes and gas stations and instead encourage the warm fuzzy new urbanism everyone seems to want; book stores and ice cream shops! I would request that if rezoning needs to make it into the manual that it be designated in this manner.

And if this isn't enough I would like to make one final point regarding rezoning and densification. The State of Arizona Code section 9-461.05 is referred to as the adequate public facilities ordinance. In effect this says that local government can institute a moratorium on building if there is not adequate infrastructure to support it. In light of the crumbling infrastructure in the inner city I would maintain that no attempt should be made at this point to significantly increase density."

"I have trouble envisioning when a property in the interior of JPN (or anywhere in JPN) would have rights that could be transferred under this plan. Since the massing, scale, front yard and architectural criteria are primary, and therefore mandatory, the interior property would be subject to the full application of the manual and, therefore, would not have rights that could be transferred. I don't see how the proposed exceptions (which we oppose anyway) could impact this."

"Friends of the Jefferson Park Neighborhood, Inc. has applied for Jefferson Park to be designated as a National Register Historic District. JPN is now in the process of awaiting for that unique designation. It is important to note that one of the criteria for that historic status is having a substantial number of contributing properties, for which the JPN qualifies. Moreover, many contributing properties are on JPN's arterial and collector streets.

Also noteworthy is that an essential requirement for a contributing property is that it be able to be seen from the street; indeed, the ability to be viewed and appreciated by the public is the whole point of historic designation! As such, "the transfer of development rights from the interior to the surrounding arterial and collector streets properties makes no sense. Indeed, it makes no sense whatsoever to agree to any trade-off which would diminish the essence of this historic neighborhood, such as, condoning the destruction of the contributing properties, the heart of the neighborhood's historic status!

Moreover, both Park and Mountain Avenues (collectors) are in the very interior of the neighborhood, not it's outskirts. Each spans the length of the neighborhood from South to North. Each has a majority of contributing properties along them. It's important that Park and Mountain Avenues' respective contributing properties be ensured of maintaining contributing property status, and not be used as inappropriate trade-offs to placate developer demands.

***Neighborhood Recommendation continued:***

*Along with the increased population density of development, the number of motorized vehicles is inevitably increased, a consequence which runs directly counter to the intent of the already funded Park Avenue Transportation Enhancement Project, a project which was granted to meet the safety needs of bicyclists and pedestrians, as well as the aesthetic needs of the neighborhood.*

*In addition, perpendicular to Park & Mountain Aves, Seneca Street is now in the process of being developed as a “Bicycle Boulevard.” Cars and bicycles are like oil and water: They don’t mix well; Indeed, in a collision, the bicyclists are almost always the losers.”*

**Staff Recommendation:**

It is recognized that private covenants by property owners to restrict future development and preserve historic character are a very important means to maintain the historic character of the Jefferson Park NPZ. It is further recognized that to maintain a balance in the future development of the area, new development of greater density or intensity should be along certain arterial streets rather than within the interior of the neighborhood.

Thus, the policies of this overlay zone, the University Area Plan, and the Jefferson Park Neighborhood Plan may be satisfied by the transfer of development rights from the interior to the surrounding arterial and collector streets properties or the recording of a covenant or similar instrument aimed at preserving contributing properties within the interior of the Jefferson Park Neighborhood.

Therefore, where a property owner wishes to rezone property within the Jefferson Park NPZ that is immediately adjacent to Grant Road or Euclid Avenue, the property owner may establish compliance with the policies of this overlay zone, the University Area Plan, and the Jefferson Park Neighborhood by submitting to the Planning and Development Services Department certain documentation as follows.

The documentation must show that the owner has, through binding private covenants, transferred development rights or similar instruments, permanently restricted the potential for development and ensured the retention of a contributing property or properties to the established or future National Register Historic District within the interior of the Jefferson Park NPZ.

**Conditions:**

1. Where there is a recording of transfer of development rights, it shall secure a reduction of development rights affecting interior properties that approximates the increase in development rights that would be approved for the rezoning property adjacent to Grant

Road or Euclid Avenue. The recording must also ensure the maintenance of the interior property's contributing property status to the National Register Historic District.

2. The covenant, transfer of development rights or other instrument restricting the development of the interior property shall be in a form and quantity that is acceptable to the City.
3. The interior property and the rezoning property are subject to the design provisions of this manual except to the extent as may be approved by the Mayor and Council in an approved rezoning.

DRAFT

## DEFINITIONS

**Accessory Structure:** A building subordinate to the principal structure on a lot and serving a purpose customarily incidental to the use of the principal structure, provided any such structure is built with or after the construction of the principal structure.

**Alley:** A public way primarily for placement of utilities, refuse collection, or similar public services.

**Architectural Style:** A way of classifying architecture that gives emphasis to characteristic features of design.

**Arterial Roadway:** A street which carries a high volume of traffic, usually in excess of 12,000 vehicles per day, and is identified on the *Major Streets and Routes Plan* map. These streets traverse the City, connecting with other arterials, freeway interchanges, and bridges.

**Balcony:** A platform that projects from the wall of an upper floor of a building and is enclosed by a railing or parapet.

**Board of Adjustment:** A local body, appointed by the Mayor and Council, whose responsibility is to hear appeals from decisions of the Planning and Development Services Department Director (typically) to consider requests for variances to the City's Land Use Code. In relation to the Neighborhood Preservation Zone, the Board of Adjustment considers appeals from decisions of the Design Review Board.

**Building Walls:** The exterior walls of a building.

**Collector Roadway:** A street which generally carries less traffic than an arterial street, usually in the range of 2,000 to 12,000 vehicles per day, and is identified on the *Major Streets and Routes Plan* map. These streets are generally shorter in length than arterial streets and connect local streets to the nearest arterial street.

**Compatibility:** Visual consistency of development by referencing prevailing dimensions, spatial relationships, and architectural and design characteristics of the neighborhood overall and the Contributing properties within the Development Zone. The term "compatible" does not mean "repetition or copy of" or "identical to" existing structures within the neighborhood. Compatibility is achieved when a development is designed in a manner that blends in with the character of structures in the Development Zone.

**Compatibility Review Criteria:** The defining characteristics of the historic district as determined by the Jefferson Park National Register Historic District application and are used when evaluating a project's compatibility.

**Contributing Property:** For the purposes of this section, a building, object, site, or structure that is listed as a contributing property in a designated National Register Historic District or in an Eligibility Assessment document for the district. Under the National Register definition, a contributing property contributes to the historic significance and visual character of a district, and has sufficient integrity to convey that significance and those visual character defining features in terms of location, design, setting, material, workmanship, character, or association.

**Defining Characteristic:** The distinctive visible features of a structure, such as its massing, scale, form, configuration, site use, and architectural details, that are a physical record of the structure's time period, place, and use.

**Design Professional:** A registered architect with historic preservation experience employed by or under contract with the City. For projects located within adopted Neighborhood Preservation Zones (NPZ), the Design Professional reviews applications for compliance with the NPZ ordinance and the applicable neighborhood-specific design manual. The Design Profession forwards a recommendation to the Director of the Planning and Development Services Department for a decision.

**Design Review Board:** A local body, appointed by the Mayor and Council, established to review proposed buildings, structures, landscaping, architectural features, development plans, and site plans. In relation to the Neighborhood Preservation Zone, the Design Review Board hear appeals from decisions of the Planning and Development Services Department Director.

**Development Zone:** A certain designated area adjacent to the lot to be developed. Contributing historic properties within the Development Zone shall be considered when evaluating proposed development.

**Eave:** The portion of a roof that overhangs the exterior wall of a building.

**Historic District (aka Jefferson Park National Register Historic District):** Established in 1989 and amended in 2008, the Jefferson Park National Register Historic District is on the Nation's official list of historic places worthy of preservation. The Jefferson Park National Register Historic District boundary map is provided on page 5 (Chapter 1.0: Pre-Submittal Guidelines, Step 3: Identify the Contributing Properties). See definition of *National Register of Historic Places*.

**Inorganic Ground Cover:** decomposed granite, rock mulch, or other material used as ground cover under and around the vegetation in landscaped areas to help cool soil areas, reduce evaporation, and retard weed growth.

**Landscaping:** Improving the appearance of land by planting trees, shrubs, or grass, altering the contours of the ground and/or introducing benches, low walls, water features, areas of pavement, etc.

**Lane:** A narrow road or way.

**Local Street:** a street, which generally carries less than 2,000 vehicles per day, and is not identified on the *Major Streets and Routes Plan* map. Local streets provide neighborhood access to collector and arterial streets.

**Massing:** The arrangement of the elements of a building to compose its overall shape.

**Mitigate:** To lessen in force or intensity; to moderate to make less severe; to make milder or gentler.

**National Register of Historic Places:** The official list of the Nation's historic places worthy of preservation. Authorized by the National Historic Preservation Act of 1966, the National Park Service's National Register of Historic Places is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archeological resources. For more information, visit [www.nps.gov/nr/](http://www.nps.gov/nr/).

**Neighborhood Character:** The combination of various defining characteristics of contributing properties and existing development within a Development Zone that creates and conveys the historic significance and visual character of a neighborhood. These characteristics include scale and proportion, architectural style and detail, open spaces, spatial relationships, and landscaping.

**Organic Ground Cover:** plants that range from less than 1 inch tall up to 3-4 feet tall creating a bed of low growing, spreading or multiplying plants or, in some cases, drought tolerant seeds.

**Parapet:** A wall extending vertically past the roofline of a building.

**Pedestrian Ways:** Public sidewalks along streets and private sidewalks that lead from the public sidewalks to building entrances.

**Perimeter Yards:** An area to separate buildings from adjacent property or streets.

**Porte-Cochere:** A porch roof built over a driveway at the entrance to a building to accommodate a vehicle, to provide shelter for those getting in or out of the vehicle.

**Principal Structure:** A building in which the primary use of the lot on which the building is located is conducted.

**Privacy:** The state of being free from unsanctioned intrusion or disturbance in one's private life

**Privacy Mitigation:** Measures taken to prevent visual intrusion from a proposed project onto an adjacent property.

**Residential Floor to Area Ratio:** A ratio expressing the amount of square feet of floor area permitted for every square foot of land area within the site. The total allowable floor area of development includes the existing floor area plus proposed additions and/or new construction. RFAR calculations will be based on the gross square footage of all enclosed space on the site including garages, accessory structures, and permanent storage. Unenclosed structures,

including porches, carports, and patios, are excluded from the total allowable floor area calculation.

**Rhythm:** The patterned, recurring alternations of contrasting elements; here, the alternation of houses and yards along a street.

**Scale:** Scale refers to the comparative size of a project's elements in relation to the contributing properties in the Development Zone.

**Setback:** The distance from a set point.

**Solar Energy System:** A mechanical assembly which may include a solar collector, storage facility, and any other components needed to cool or heat a structure.

**Stagger:** To arrange objects or parts so that they are not in line, as in an alternating or zigzag pattern.

**Street:** Any permanent public or private right-of-way, other than an "alley" or "parking area access lane," set aside to accommodate vehicular-travel lanes, parking lanes, bike lanes, pedestrian facilities, utility areas, and other such features.

**Translucent:** Allowing light to pass through, but diffusing it, so that objects on the other side cannot be clearly distinguished.

**Vehicular Use Areas:** Any area of a site or structure used for the parking, storage, or standing of motor vehicles. The vehicular use area includes access drives, maneuvering areas, refuse collection locations, loading spaces, and any landscaping and screening within ten (10) feet of these areas.

**APPENDIX A: NEIGHBORHOOD PRESERVATION  
ZONE ORDINANCE**

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APPENDIX B: CONTRIBUTING PROPERTY  
INVENTORY OF THE JEFFERSON PARK NATIONAL  
REGISTER HISTORIC DISTRICT