

**JPNA LUC Review of plans Checklist
2019**

<i>Characteristic to be evaluated</i>	<i>Compliant? Y/N</i>
Historic (not requirements, but considerations. For educating the homeowner about the impact of changes on taxes and on the neighborhood's historic status)	
1. Is the property contributing?	
2. Will it lose its contributing status with this project? why do you think so?	
Compliance with NPZ Design Manual:	
3. The project shall be no closer to the street than the contributing property closest to the street within the Development Zone.	
4. The project's front yard setback shall not be less than the minimum required setback requirement of the underlying zone.	
5. Porches may encroach into the setback established in #1 above, but shall not be less than the minimum required setback of the underlying zone.	
6. 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.	
7. Avoid chain link fencing along street frontages.	
8. Low retaining walls should be incorporated into the design when warranted.	
9. The lot coverage shall not exceed fifty (50) percent (Strategy 1.2.1.e: Lot Coverage).	
10. The floor area of the second floor(s) shall not exceed 5.25% of the total lot area.	
11. No portion of the roof over the two-story area shall exceed twenty (20) feet in height, as measured for the finished ground floor elevation to the highest point of the roof. In any new construction, additions, remodeling, the height of single story development shall be limited to sixteen (16) feet.	
12. 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.	
13. The enclosed space on the project site shall not exceed a Residential Floor to Area Ratio (RFAR) of 0.35. 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.	
14. Unenclosed structures, including porches, carports, and patios, are excluded from the total allowable floor area calculation;	
15. Accessory secondary structures shall be no more than fifty (50) percent of the square footage of the principal structure; it shall be located in the rear of the lot, behind the principal structure; and it must be either the same height or shorter than the principal structure. In the case of a corner lot, "rear" would be understood to be determined as away from the street frontage on the shorter dimension of the lot.	
16. Gen Individual Design Component Requirements:	
17. Exterior Building Wall Materials. Projects must use an exterior building wall material compatible with a contributing property in the Development Zone.	
18. Garages and Carports. New project parking will be compatible with existing parking patterns within the Development Zone of a given site. For R-1 properties, group	

parking in front yards, parking in the back-of-curb area on the street, jumping curbs to park, and parking lot-style parking in the rear of a lot is prohibited in the new development. For existing development, use the current lot coverage requirements of the Land Use Code to strictly interpret front yard and rear yard parking as a lot coverage code violation. In other words, at the time property owners or renters chose to use their front or rear yard open space as parking (whether or not it is paved) without benefit of a permit, they may have violated their requirement to provide only 70% lot coverage.	
19. 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.	
20. Balconies. Balconies are discouraged as they are not historically compatible with the historic district. 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.	
21. Alternative roof types, such as A-frames, geodesic domes, and Swiss Chalet, are prohibited.	
22. Alternative roofing materials are allowed as long as the proposed materials are visually compatible with material historically used in the neighborhood.	
23. Roofs types within the same block should vary to avoid redundancy.	
24. The type, proportion, and placement of the windows in the project should be visually compatible with those in the Development Zone.	
25. Windows should be set in from the exterior surface of the wall with an at least two inch (2") reveal.	
26. 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.	
27. Landscaping in the front yard shall be compatible with the project's Development Zone.	
28. Additional Guidelines: The following are strongly encouraged, but not required:	
a) Drought-tolerant, native landscaping that reduces the heat island effect should be used.	
b) Organic and inorganic ground cover should be used to mitigate dust pollution from the project site.	
c) Use of water harvesting techniques is strongly encouraged.	
29. 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.	
30. Vehicular parking areas should be on the side or rear of the structure.	
31. Projects should take access from an alley whenever possible.	
32. Alleys should be preserved and maintained.	
33. 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.	
34. 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.	

35. Balconies must be designed, located and/or screened to mitigate the visual intrusion into neighbor's windows and private outdoor living space.	
36. 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.	
37. 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.	
38. 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.	
39. Rear yards may be screened by walls, fences or vegetation, with the latter being preferred.	
40. Screening is limited in height as described above.	
41. Exterior Lighting - Use only full cutoff type light fixtures for exterior lighting.	
42. Locate and/or shield exterior light fixtures to prevent light spillage onto neighboring properties.	
43. Alleys historically providing access to rear parking areas for residential development may continue to be used for access	
44. Access to residential properties from alleys less than 16' wide is permitted.	
45. Residences with less than five (5) bedrooms may use alleys for access and maneuvering.	
46. Residences with five (5) or more bedrooms may use alleys for access only.	
47. 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.	
48. 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.	