



As of December 2, 2016, all commercial buildings 50 years of age or older and those properties determined by the city of Phoenix Historic Preservation Office to be individually eligible for inclusion in the Phoenix Historic Property Register are subject to a 30-calendar day hold prior to the issuance of a demolition permit per Section 105.3.1.1 of the 2012 *International Building Code* as amended by the city.

As of March 1, 2018, this also includes all properties located in the Downtown Code District (Chapter 12 of the Phoenix Zoning Ordinance) that are either 50 year of age or older OR deemed eligible, as is reflected in Section 105.3.1.1 of the 2018 *International Building Code* as amended by the city.

In order to determine if a building would be subject to the 30-calendar day hold, the owner or the owner's representative should research the age of the building prior to requesting a demolition. Below are some suggestions regarding resources available to assist with that research.

The following documents are acceptable as proof of a property's age:

- ❖ Aerial Photos, including date of photo
- ❖ Building Permits and Certificates of Occupancy or Completion
- ❖ Directories – annual city & county
- ❖ Newspaper articles that specifically reference the building and the construction date
- ❖ Sanborn Fire Insurance Maps

PLEASE NOTE: The construction date or age that the Maricopa County Assessor's Office shows on its Web site may not represent the true age of the property and is not acceptable on its own as proof that a property is not subject to Section 105.3.1.1 of the 2018 *International Building Code* as amended by the city of Phoenix.

GUIDE TO SOURCES

Below are some of the archives located within the Greater Phoenix Metropolitan area & a partial listing of their current resources. Please contact the individual repositories for complete listing.

Arizona Historical Society: Museum & Library at Papago Park Archives/Library

1300 North College
Tempe, AZ 85281

ahsreference@azhs.gov

480-387-5355

<http://www.arizonahistoricalsociety.org/>

- ❖ Newspapers & Periodicals
- ❖ City & County Directories

Arizona State Library Archives & Public Records - State Capitol

1700 W. Washington St.
Phoenix, AZ 85007

602-542-4159

<http://www.azlibrary.gov/>

- ❖ Sanborn Fire Insurance Maps
- ❖ City & County Directories
- ❖ Newspapers

Arizona State University - Hayden Library Arizona Collection & Luhrs Reading Room

300 E. Orange Mall
Tempe, AZ 85251

(480) 965-4932

<http://www.asu.edu/lib/archives/>

- ❖ Aerial Photographs
- ❖ City & County Directories
- ❖ Newspapers
- ❖ Sanborn Fire Insurance Maps

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

Maricopa County Flood Control District

2801 W. Durango St.
Phoenix, AZ 85009
602-506-1501

- ❖ Aerial photographs available online at: <https://gis.maricopa.gov/GIO/HistoricalAerial/index.html>

Burton Barr Central Library - Arizona Room Collection

1221 N. Central Ave., 2nd floor
Phoenix, AZ 85004
602-262-4636

<http://www.phoenixpubliclibrary.org/>

- ❖ Aerial Photographs
- ❖ City & County Directories – including business directories
- ❖ Newspapers & Periodical Index
- ❖ Sanborn Fire Insurance Maps

City of Phoenix Public Works

Central Records Public Service Counter
200 W. Washington St., 7th floor
Phoenix, AZ 85003
602-262-4935

<https://www.phoenix.gov/streets/cip-records-management-maps>

- ❖ Aerial Photos (1961- present)
- ❖ GIS Data

City of Phoenix Planning & Development Department – Central Records

200 W. Washington St., 3rd floor
Phoenix, AZ 85003
602-262-7800

dsd.records@phoenix.gov

<https://www.phoenix.gov/pdd/onlineservices>

- ❖ Building Permit Records
- ❖ Construction Plans