Planning and Zoning Board

Study Session Minutes

Mesa City Council Chambers – Lower Level, 57 East 1st Street
Date: February 19, 2019 Time: 7:30 a.m.

MEMBERS PRESENT:
Chair Michelle Dahlke
Vice Chair Dane Astle
Jessica Sarkissian
Tim Boyle
Shelly Allen
Deanna Villanueva-Saucedo

MEMBERS ABSENT:
Jeffrey Crockett

STAFF PRESENT:
Nana Appiah
Tom Ellsworth
Lesley Davis
Wahid Alam
Cassidy Welch
Evan Balmer
Ryan McCann
Rebecca Gorton

OTHERS PRESENT:
citizens who did not sign in

1. Chair Dahlke declared a quorum present and the meeting was called to order at 7:32 a.m.

2. Review items on the agenda for the February 20, 2019 regular Planning and Zoning Board Hearing.

   There was no discussion or updates on the items on the agenda.

3. Receive a presentation and discuss the update to the City's Quality Design Guidelines.

   Staffmember Veronica Gonzalez presented an update to the City's current review of Quality Design Guidelines along with the hired consultant, Matt Klyszeiko with Michael Baker Int'l.

4. Planning Director's Updates.

   Nana Appiah, Planning Director, discussed several process improvement changes being implemented. He explained beginning February 25, staff will accept two submittal deadlines each month instead of the current process of accepting submittals once a month. Mr. Appiah stated staff presented this to the development community and it has been well received. He explained the revised submission and review process will also provide an opportunity for applicant to sit down with staff and resolve concerns associated with an application. The goals is to eliminate last minute negotiations and changes due to unresolved review comments.

Mr. Appiah stated another improvement is to implement an additional Planning and Zoning Board hearing per month and eliminate the Tuesday morning study sessions. He explained staff is anticipating starting the twice a month P&Z meeting in May.

Boardmember Allen inquired if staff would have the appropriate time to respond to questions from Board members if the study session on Tuesday is eliminated. Mr. Appiah responded the goal is to have a study session prior to regular hearing on Wednesday and staff has a goal to ensure the staff reports address majority of likely questions from the Board. He also explained staff is working on measure to eliminate last minutes changes and the rush to complete reports when there are still outstanding issues.

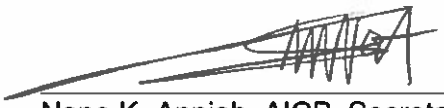
Planning Director Nana Appiah reminded the Board of the upcoming retreat with EDAB. Chair Dahlke stated the retreat is in conjunction with the Economic Development Advisory Board.

5. Adjournment.

Boardmember Villanueva-Saucedo motioned to adjourn the meeting at 8:30 am. The motion was seconded by Boardmember Allen.

Vote: 6-0 Approved (Boardmember Crockett, absent)
Upon tabulation of vote, it showed:
AYES – Dahlke, Astle, Sarkissian, Boyle, Allen, Villanueva-Saucedo
NAYS – None

Respectfully submitted,



Nana K. Appiah, AICP, Secretary
Planning Director

Note: ***Audio recordings of the Planning & Zoning Board study sessions are available in the Planning Division Office for review. The regular Planning & Zoning Board meeting is "live broadcasted" through the City of Mesa's website at www.mesaaz.gov***