



Yearly Update and Orientation

DESIGN REVIEW BOARD

2024

Agenda



- Planning Division Functions
- Land Use Review Process
- Tools for Land Use Review
- Tools for Design Review
- Design Review Board Functions
- Meetings
- Open Meeting Law

Planning Division Functions



Long-Range Planning



Current Planning



Historic Preservation

Land Use Review Process



Land Use Application Review

Staff Review
(iterative)
Recommendation

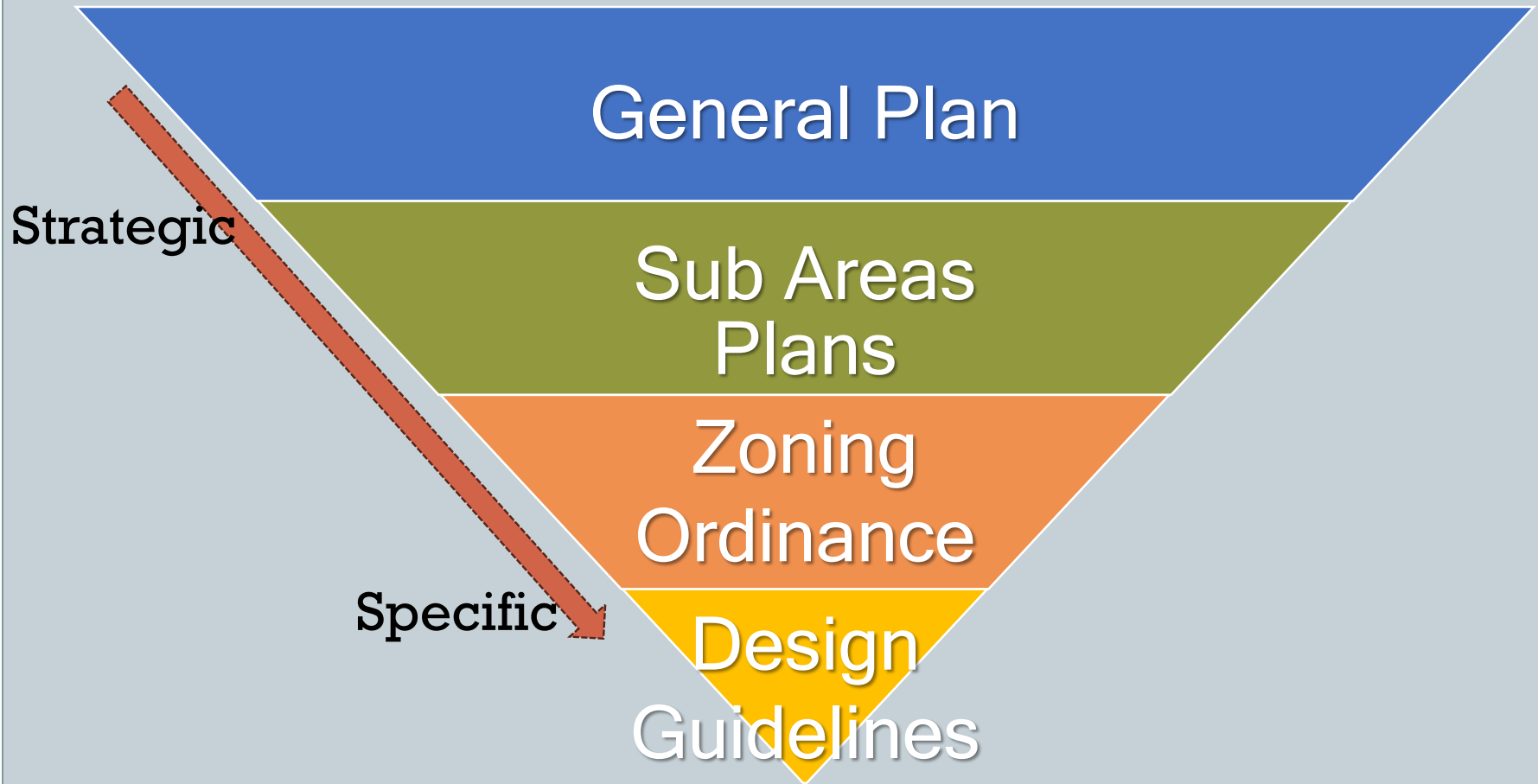
Public Meetings

Public Notice
Staff Report

Entitlements

Approval from
Planning
Director, BOA,
P&Z, or CC

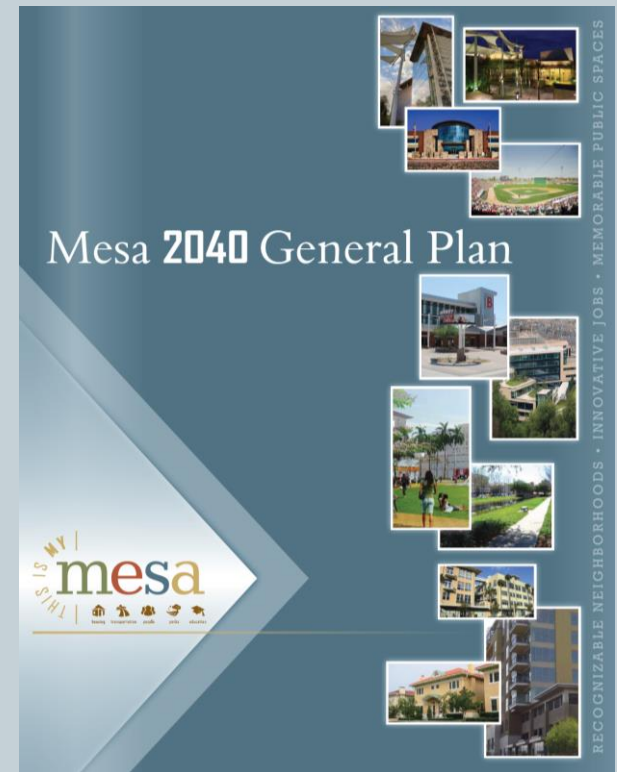
Tools for Land Use Review



Tools for Land Use Review

GENERAL PLAN

- Official policy guide to achieve desired physical development
- Expression of resident's values and aspirations
- Guide future plans, programs, investments, and other government activities
- Reference point for decision making - helps provide continuity over time



Tools for Design Review

QUALITY DEVELOPMENT DESIGN GUIDELINES

- Supports goals and policies of 2040 Mesa General Plan and MZO
- Applies to all development types and planning areas
- Applies to new development and redevelopment, including exterior alterations to existing buildings
- Residential, Commercial, Industrial

Quality Development Design Guidelines



DEC 2019



Design Review Board Functions



- 7 Boardmembers
 - 2 licensed architects
 - 2 from other design professions (ie. landscape architecture, engineering)
 - 1 contractor or developer
 - 2 citizens at-large

Design Review Board Functions



- Purpose of Design Review:
 - Ensure compliance of proposed development with MZO
 - Ensure high quality development; encourage design that is aesthetically pleasing and provides public spaces integral to the project
 - Achieve goals, objectives and policies of the General Plan, sub-area plans, and other policies adopted by City Council

Design Review Board Functions



○ Review Criteria:

- Is the project consistent with goals of the General Plan and applicable standards?
- Review the overall design including scale, massing, site plan, exterior design, landscaping in context of its surrounding built and natural environment
- Does the project create architectural interest in areas visible from streets, sidewalks, public areas?
- Is the streetscape (street trees, lighting, pedestrian furniture) consistent with surrounding environment?
- Is the landscape plan suitable for the type of project and site conditions with drought-tolerant plants and minimal water usage?

Design Review Board Functions



○ Primary Review Tasks:

- Buildings more than 4 stories in height
- Any multiple residence project that exceeds 15 du/acre
- Mixed-use, commercial or industrial projects with frontage on an arterial or collector street or that are part of an existing or planned development with frontage on an arterial or collector street
- Commercial or industrial projects which have, or will have, greater than 20,000 sq.ft. of GFA
- Parking garages
- City of Mesa municipal projects (Approval)

Design Review Board Functions



- Hear and decide:
 - Appeals of decisions of the Planning Director regarding methods to satisfy Mesa's aesthetic and design-related requirements
 - Requests to utilize architectural forms to screen a parking structure as per Section 11-32-2(F) of the MZO
 - Requests for building height exceptions per Section 11-30-3 of the MZO
 - Requests for exterior building illumination per Section 11-30-5(C) of the MZO

Meetings



- Quorum - At least 4 members of the Board must be present
- The Chair, or in the Chair's absence, the Vice Chair, shall:
 - Lead the meeting
 - Maintain order
 - Be the final decision maker for meeting management questions
- If both the Chair and Vice Chair are absent the Board will elect a presiding officer for the meeting

Meetings



- The Board can only discuss or take action on items adequately described on the agenda
- Agenda must be posted 24 hours in advance
- An affirmative vote of a majority of the quorum present and voting is required to pass a motion
- Meetings of the Board must be open to the public
- Minutes of proceedings kept and filed with the Planning Division as a public record

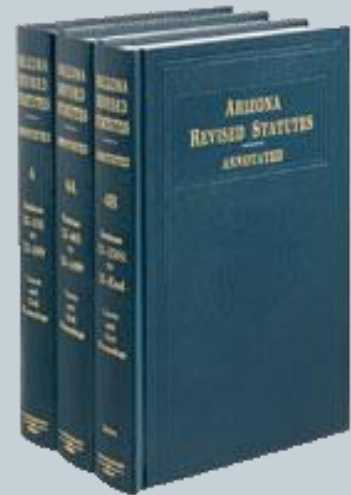
Open Meeting Law



ARIZONA OPEN MEETING LAW ARIZONA REVISED STATUTES TITLE 38, CHAPTER 3, ARTICLE 3.1

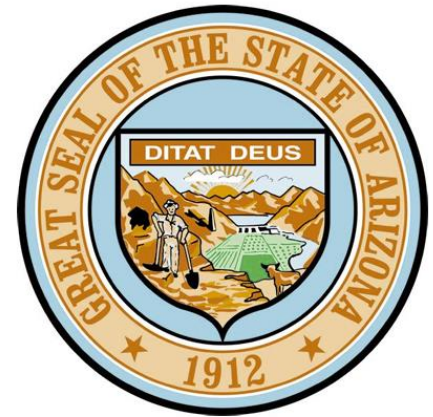
“It is the public policy of this state that meetings of public bodies be conducted openly, and that notices and agendas be provided for such meetings which contain such information as is reasonably necessary to inform the public of the matters to be discussed or decided.”

A.R.S. § 38-431.09



Definition of a Public Body

Public body: means the legislature, all boards and commissions of this state or political subdivisions including all quasi-judicial bodies and all standing, special or advisory committees or subcommittees of, or appointed by, the public body.



ARIZONA
OPEN MEETING LAW

Definition of A Meeting



Meeting: The gathering, in person or through technological devices, of a quorum of members of a public body at which they discuss, propose or take legal action, including any deliberations by a quorum with respect to that action.

Serial Meeting: The gathering, in person or through technological devices, of less than a quorum of the public body at which they discuss, propose or take legal action, and later the same discussion is had with other members of the public body which constitutes a quorum.

Traditional Meeting



Electronic Meeting



Social Events and Social Media

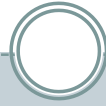


- If a quorum is present at a social event - the board members cannot discuss any item that may come before the Board
- Do not discuss business or items that may come before the Board with other members outside of a formal, noticed, and agendaized meeting
- Can express an opinion or discuss an issue with the public at a venue other than a meeting, through the media, other public broadcast communications or technological means if:
 - The opinion or discussion is not principally directed at or directly given to another member of the public body
 - There is no concerted plan to engage in collective deliberation to take legal action

Violations



- Actions taken by the Public Body are null and void
- Attorney General or County Attorney may investigate
- Potential Penalties:
 - Civil penalties
 - Removal of an individual member if the court makes a finding of intent
 - Assess the individual member with all costs awarded to the plaintiff
 - May not spend public monies for legal counsel



Questions?