

Study Session Minutes

Mesa Council Chambers Lower Level – 57 E 1st St

Date: August 7, 2024 Time: 5:00 p.m.

MEMBERS PRESENT:

Chair Alexis Wagner
Vice Chair Shelly Allen*
Boardmember Nicole Lynam
Boardmember Heath Reed
Boardmember Troy Glover
Boardmember Todd Trendler
Boardmember Gerson Barrera

MEMBERS ABSENT:

(*Boardmembers and staff participated in the meeting through the use of audio conference equipment)

STAFF PRESENT:

Kelly Whittemore
Evan Balmer
Jennifer Merrill
Tye Hodson
Charlotte Bridges
Joshua Grandlienard
Chloe Durfee Daniel
Emily Johnson
Tulili Tuiteleleapaga-Howard
Vanessa Felix

OTHERS PRESENT:

1 Call meeting to order.

Chair Wagner declared a quorum present, and the Study Session was called to order at 5:00 p.m.

2 Staff Update: Welcome new Boardmember Trendler.

Case BOA24-00585 continued to Special Meeting August 14, 2024.

3 Review and discuss items listed on the Public Hearing agenda for August 7, 2024.

***3-a Staff member Joshua Grandlienard presented case BOA23-00736 to the Board.
See attached presentation.**

***3-b BOA24-00092 continued to September 4, 2024 Board of Adjustment meeting.**

***3-c BOA24-00104 continued to September 4, 2024 Board of Adjustment meeting.**

- *3-d Staff member Tulili Tuiteleapaga-Howard presented case BOA24-00411 to the Board.
See attached presentation.**

Boardmember Trendler asked if the current structure will be converted.

Staff member Tuiteleapaga-Howard confirmed the structure is existing, and the variance request is for its ADU conversion only.

Vice Chair Allen asked if the property has two access entries.

Staff member Tuiteleapaga-Howard answered the site has two access entries from the east.

Boardmember Trendler inquired about the garage to come and if the property has shared parking.

Staff member Tuiteleapaga-Howard clarified that the proposed garage is conceptual in nature, and will provide additional parking on the site, if built.

- *3-e Staff member Charlotte Bridges presented case BOA24-00437 to the Board.
See attached presentation.**

- *3-f Staff member Emily Johnson presented case BOA24-00452 to the Board.
See attached presentation.**

- *3-g Staff member Tye Hodson presented case BOA24-00518 to the Board.
See attached presentation.**

- *3-h BOA24-00585 continued to Special Meeting August 14, 2024 Board of Adjustment meeting.**

4 Adjournment.

Boardmember Reed moved to adjourn the Study Session and was seconded by Boardmember Lynam. Without objection, the Study Session was adjourned at 5:33 p.m.

Respectfully submitted,

Evan Balmer,
On behalf of Zoning Administrator (Mary Kopaskie-Brown)



Board of Adjustment



BOA23-00736

Josh Grandlienard, Senior Planner

August 7, 2024



Request

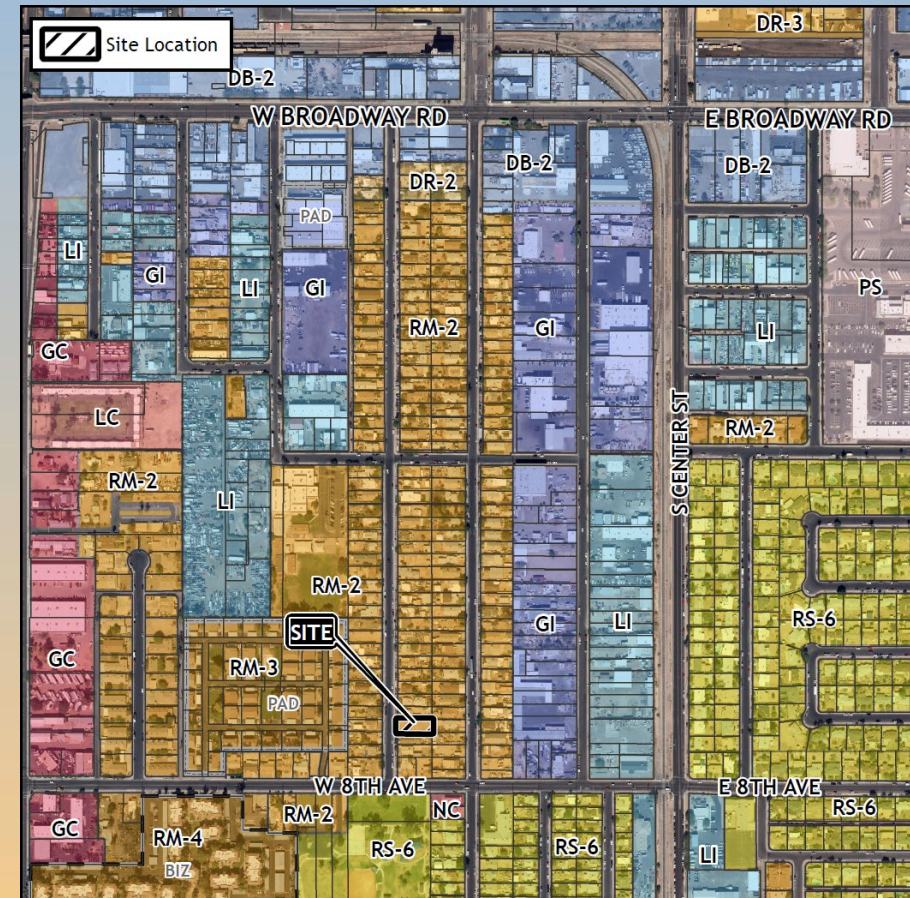
- For a Development Incentive Permit for deviations from development standards to develop a new Duplex





Location

- West of S Center Street
- South of Broadway Road
- East side of Grand





Zoning

- Multiple Residence 2 (RM-2)
- Multiple residence use permitted with ≤ 15 du/ac





Site Photo

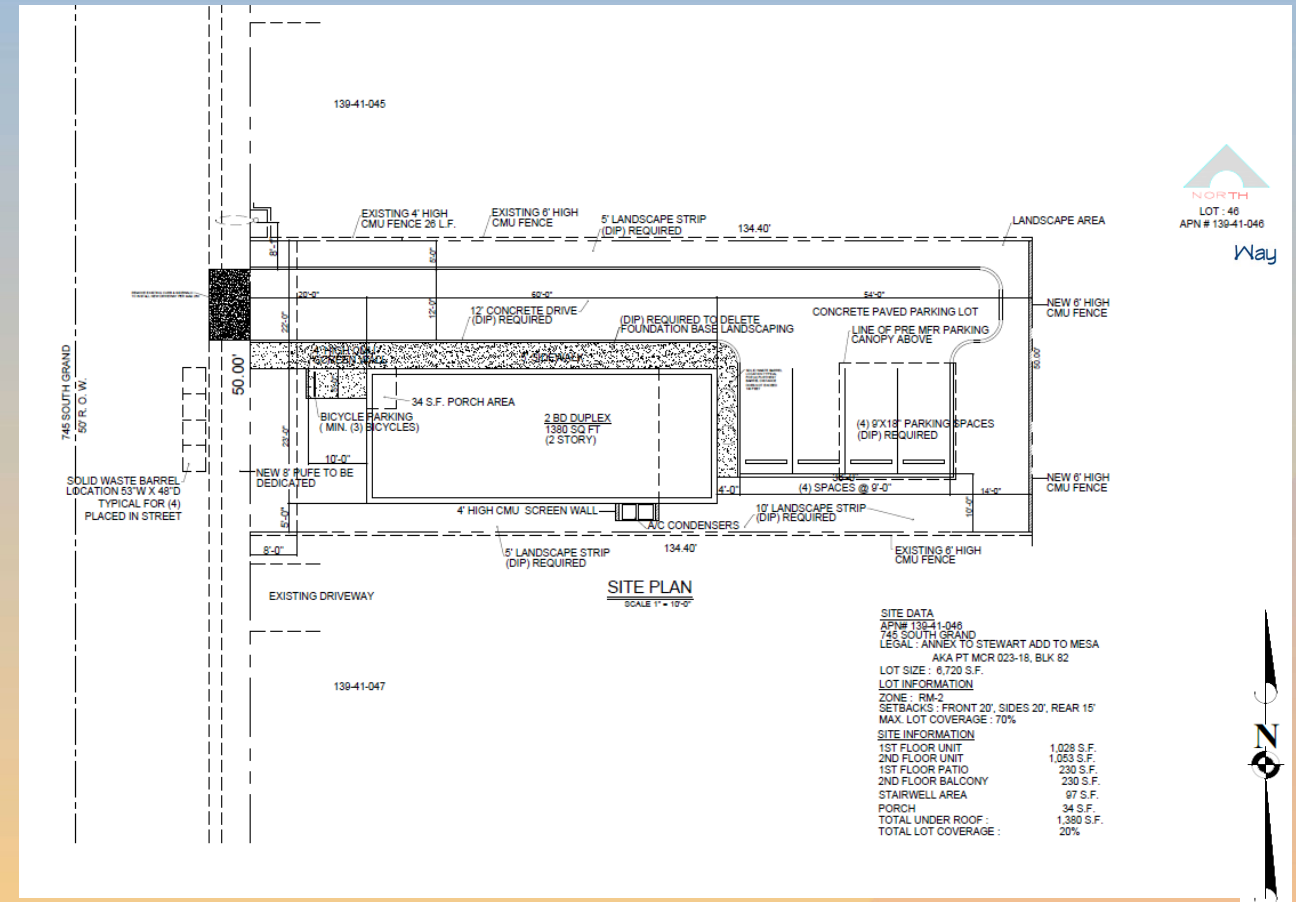


Looking east from Grand



Site Plan

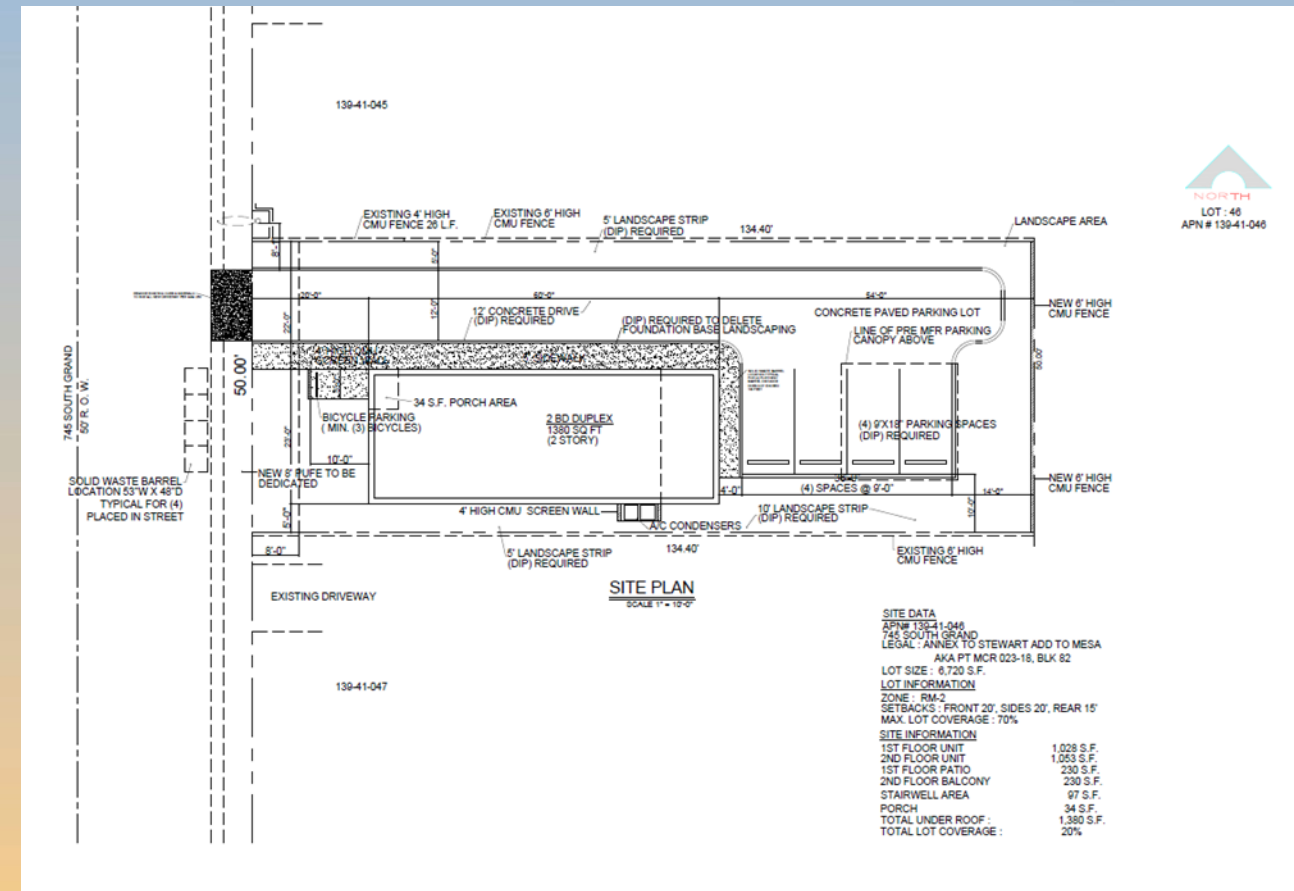
- Proposed 1380 SF 2-story duplex
- 4 parking spaces required/provided (2 covered)





Development Incentive Permit – Site Plan

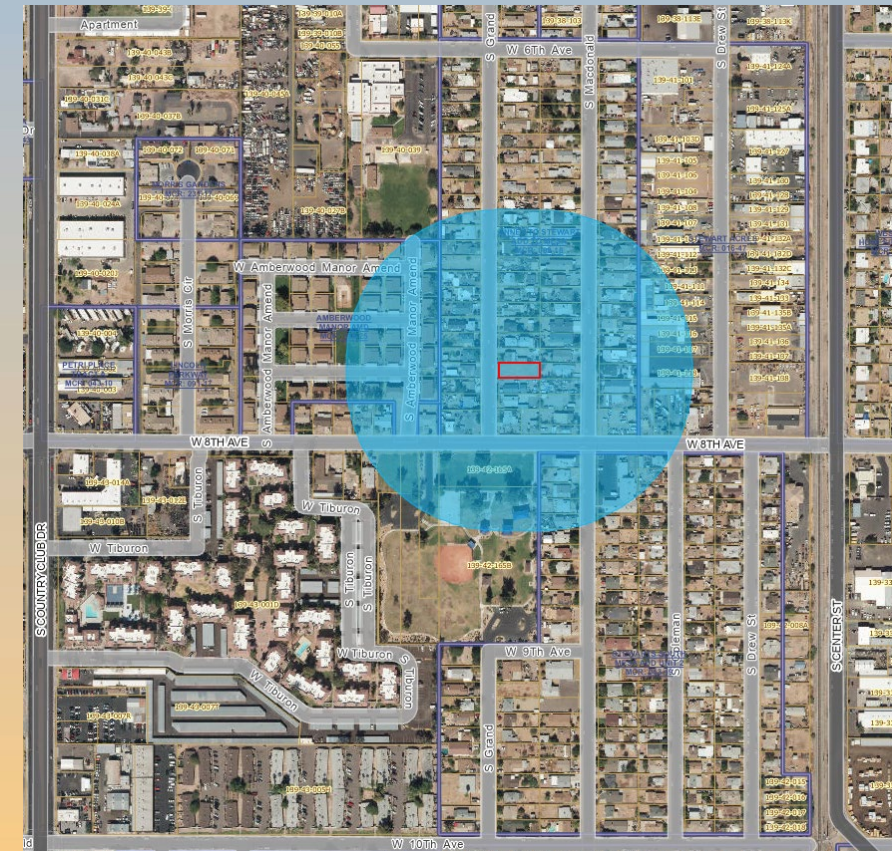
- Reductions to building setbacks along north and south property lines; 5 ft requested
- Reduction to rear setback from 15 ft to 14 ft for parking Canopy
- Reduction to Building Entrance Reduction from 50 sq ft to 34 sq ft





Citizen Participation

- Mailed notification letters to property owners within 500 feet
- No comments received





DIP Approval Criteria

Section 11-72-1 DIP Purpose and Applicability

- ✓ Total area of the parcel does not exceed 2.5 net acres and the parcel has been in its current configuration for more than 10 years;
- ✓ The parcel is served by, or has direct access to, existing utility distribution facilities.
- ✓ The parcel is surrounded by properties within a 1,200-foot radius in which:
 - ✓ 1. The total developable land area is not more than 25 percent vacant; and
 - ✓ 2. Greater than 50 percent of the total numbers of lots or parcels have been developed 15 or more years ago.



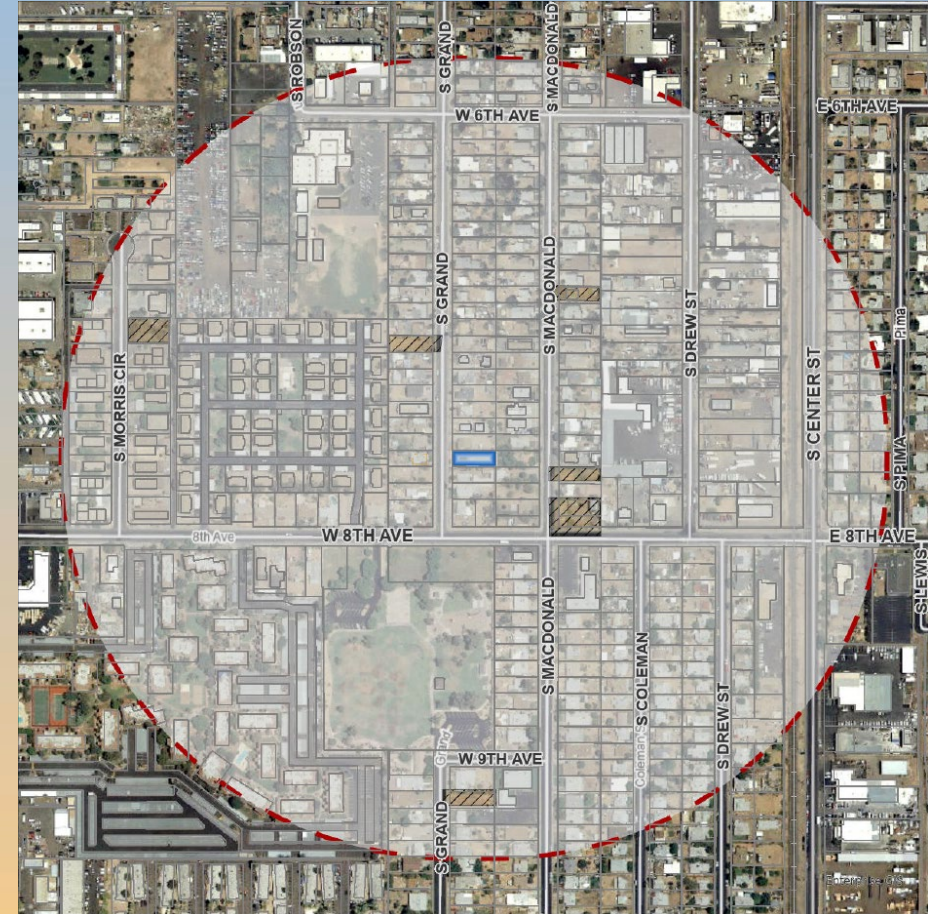
Current

- Site
- - - 1200-ft Buffer
- Development Status**
- Developed -- 99.41%
- Vacant -- 0.59%



2009

- Site
- - - 1200-ft Buffer
- Development Status**
- Developed -- 98.81%
- Vacant -- 1.19%





Approval Criteria

Section 11-72-3 DIP Criteria

- ✓ The proposed development is consistent with the General Plan, any other applicable Council adopted plans and/policies, and the permitted uses as specified in this Ordinance;
- ✓ The incentives do not allow development that is more intense than the surrounding neighborhood; commensurate with existing development within a 1,200 foot radius of the by-passed property; and
- ✓ The architectural elements, construction and landscape materials, and other site improvements of the proposed development meet the intent of the Design Standards of this Ordinance.



Findings

- ✓ Complies with the Mesa 2040 General Plan
- ✓ Meets required findings for a DIP in Section 11-72-3 of the MZO

Staff recommends Approval with Conditions



Board of Adjustment



Board of Adjustment



BOA24-00411

Tulili Tuiteleleapaga-Howard, Planner I

August 7, 2024



Request

- Variance to allow detached accessory buildings to be located within the required front yard and in the area between the front of the principal dwelling unit and the front property line.





Request

- Variance to allow the aggregate area of all detached structures to be greater than 50 percent of the primary residence





Request

- Variance to exceed the maximum fence height in the required front yard.





Location

- North of McLellan Road and east of Val Vista Drive
- Along North 40th Street





General Plan

Neighborhood

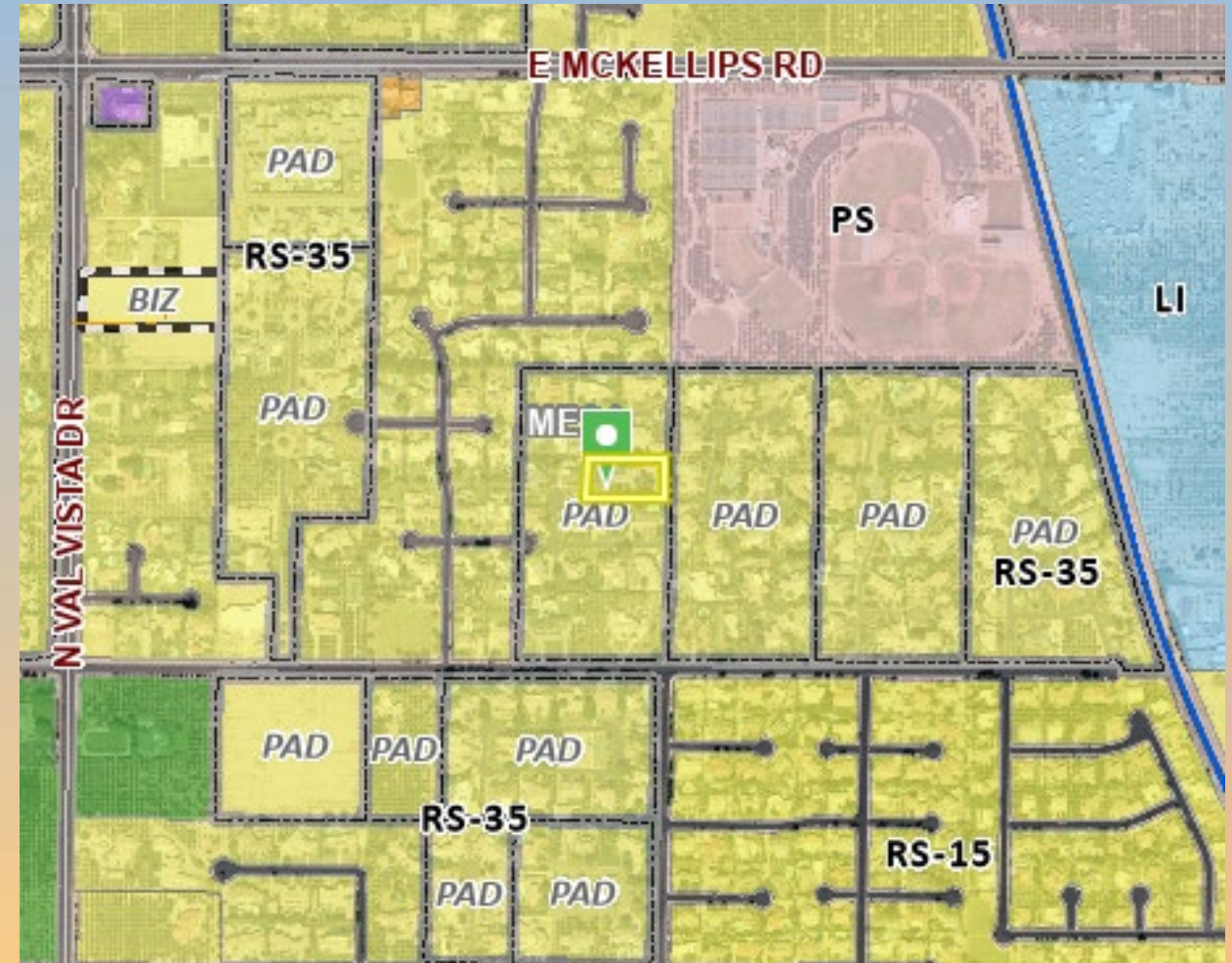
- Safe places for people to live with wide range of housing options allowed





Zoning

- Single Residence-35 with a Planned Area Development overlay (RS-35 PAD)





Site Photos

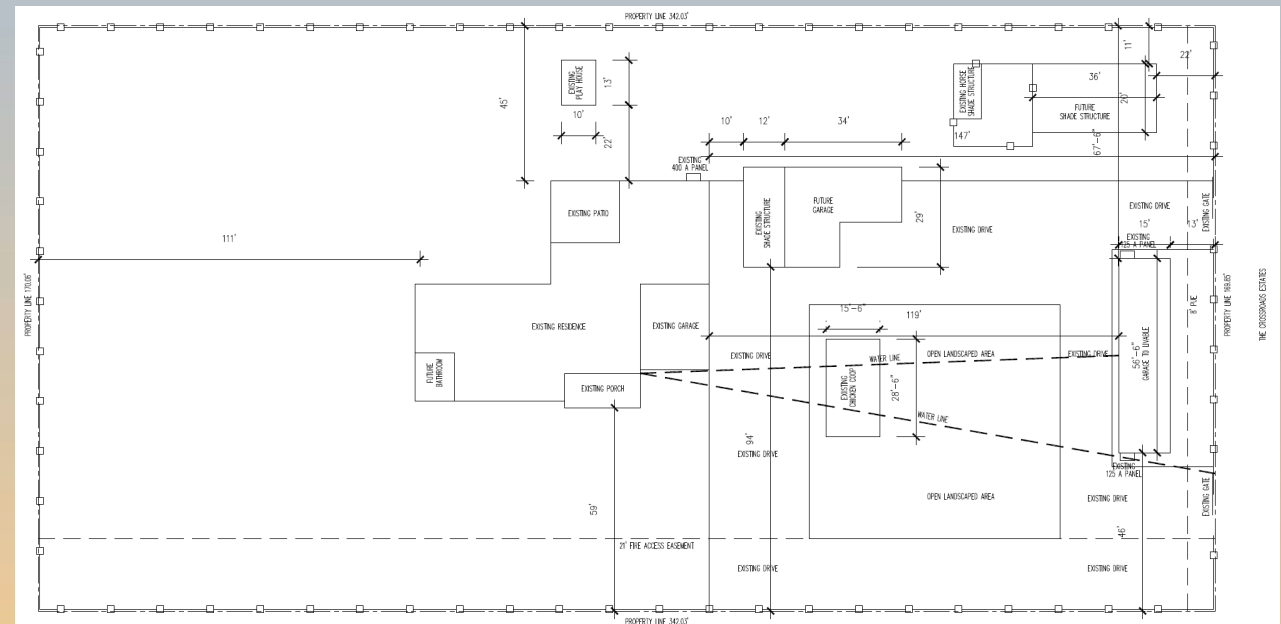


Looking southwest from N 40th Street



Site Plan

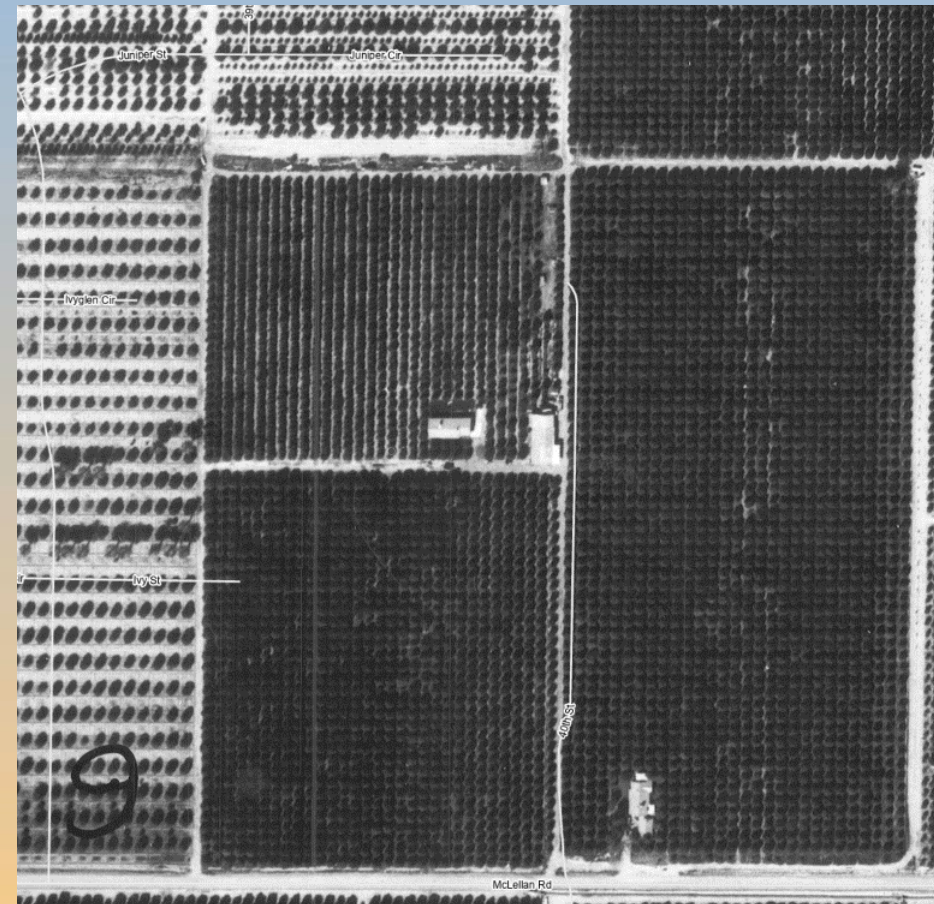
- Existing residence: 3,021 SF (livable)
- Existing detached buildings:
 - 847 SF garage (future ADU)
 - 128 SF horse corral
 - 130 SF playhouse
 - 348 SF shade structure
 - 442 SF chicken coop
 = 1,895 SF total





History

- 1976: Primary residence and front yard structure as shown in Maricopa County Historic Aerials
- 1978: Subject site is annexed to the City of Mesa
- 1995: Subject site is rezoned for a 19-lot residential subdivision





Present Day

- Citrus Sub Area
 - Approximate 15,700 SF citrus grove





Citizen Participation

- Notified property owners within 150' radius
- No feedback received





Approval Criteria

Section 11-80-3 Variance Criteria

- ✓ There are special circumstances applicable to the property, including its size, shape, topography, location, or surroundings, and
- ✓ That such special circumstances are pre-existing, and not created by the property owner or appellant; and
- ✓ The strict application of the Zoning Ordinance will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district; and
- ✓ Any variance granted will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located.

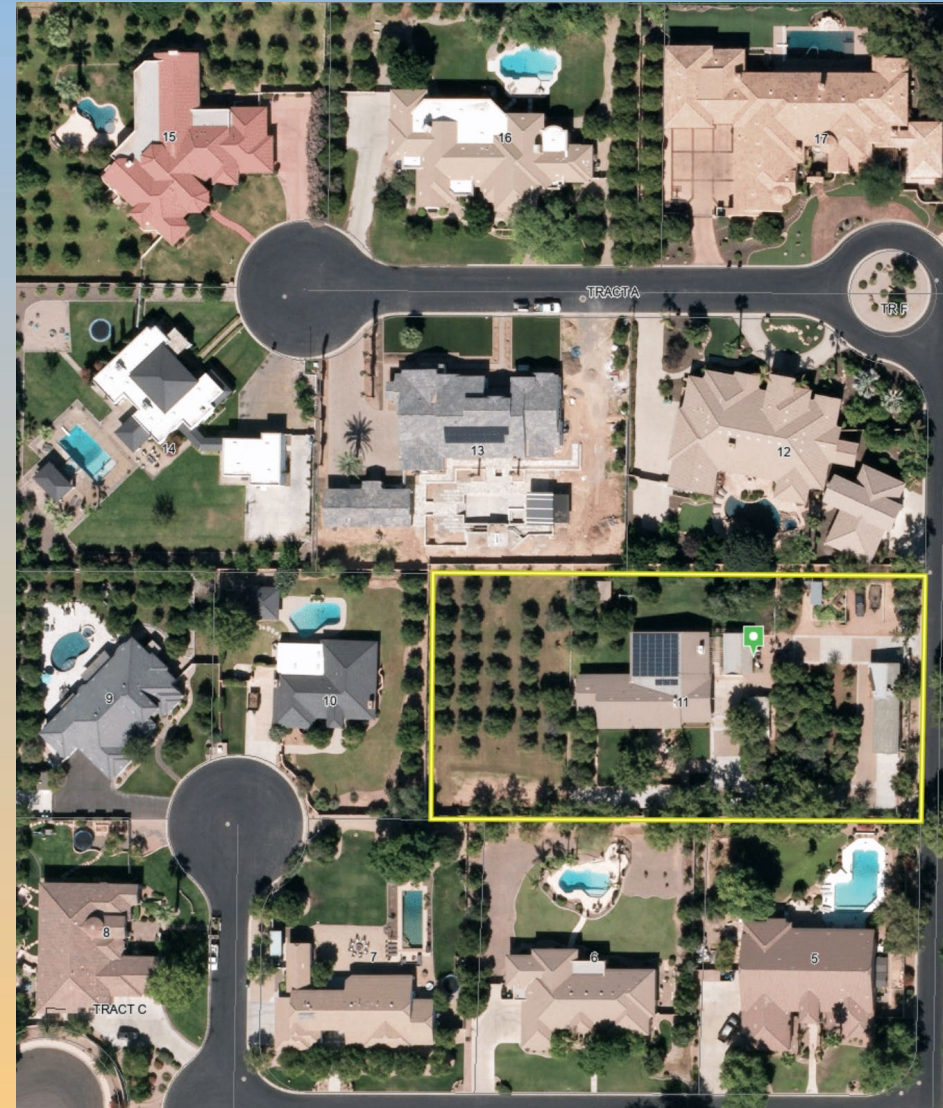


Findings

- ✓ Complies with the 2040 Mesa General Plan
- ✓ Meets required findings for a Variance in Section 11-80-3 of the MZO

Staff recommends Approval with Conditions







Board of Adjustment



Board of Adjustment



BOA24-00437

Charlotte Bridges, Planner II

August 7, 2024



Request

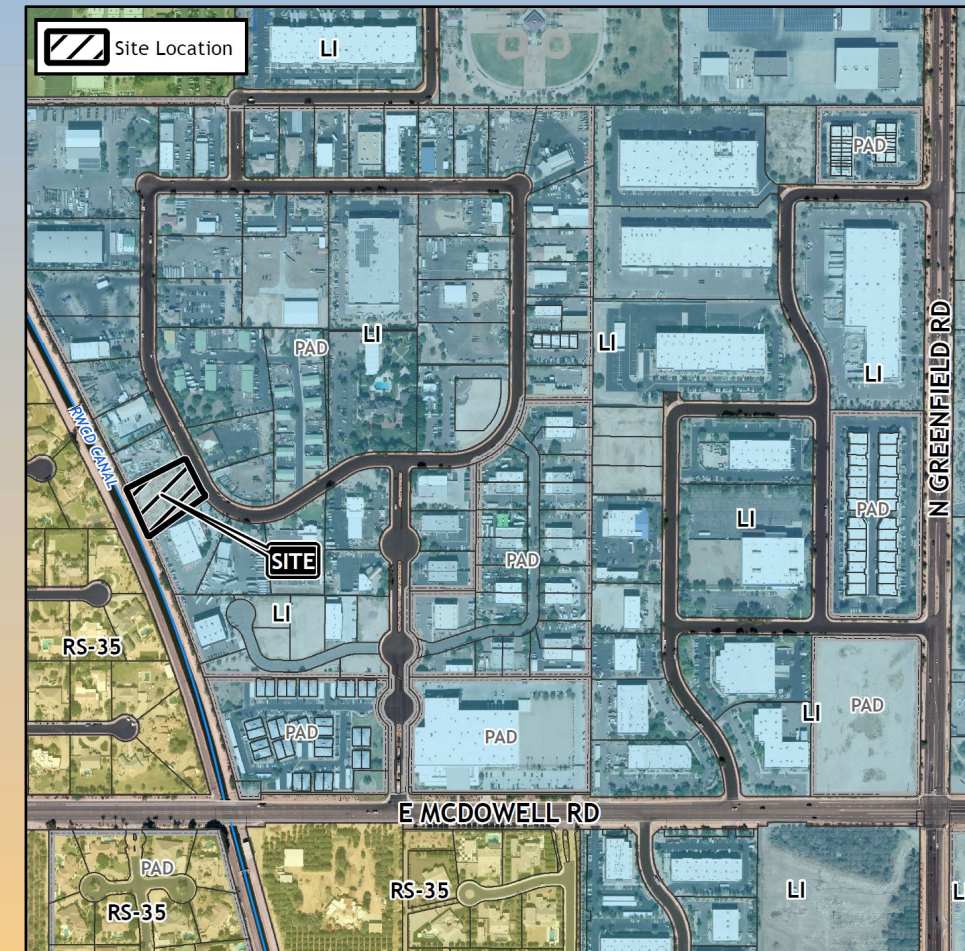
- For a Development Incentive Permit for deviations from development standards for an industrial development





Location

- 3000 block of North Maple
- North of McDowell Road
- West of Greenfield Road





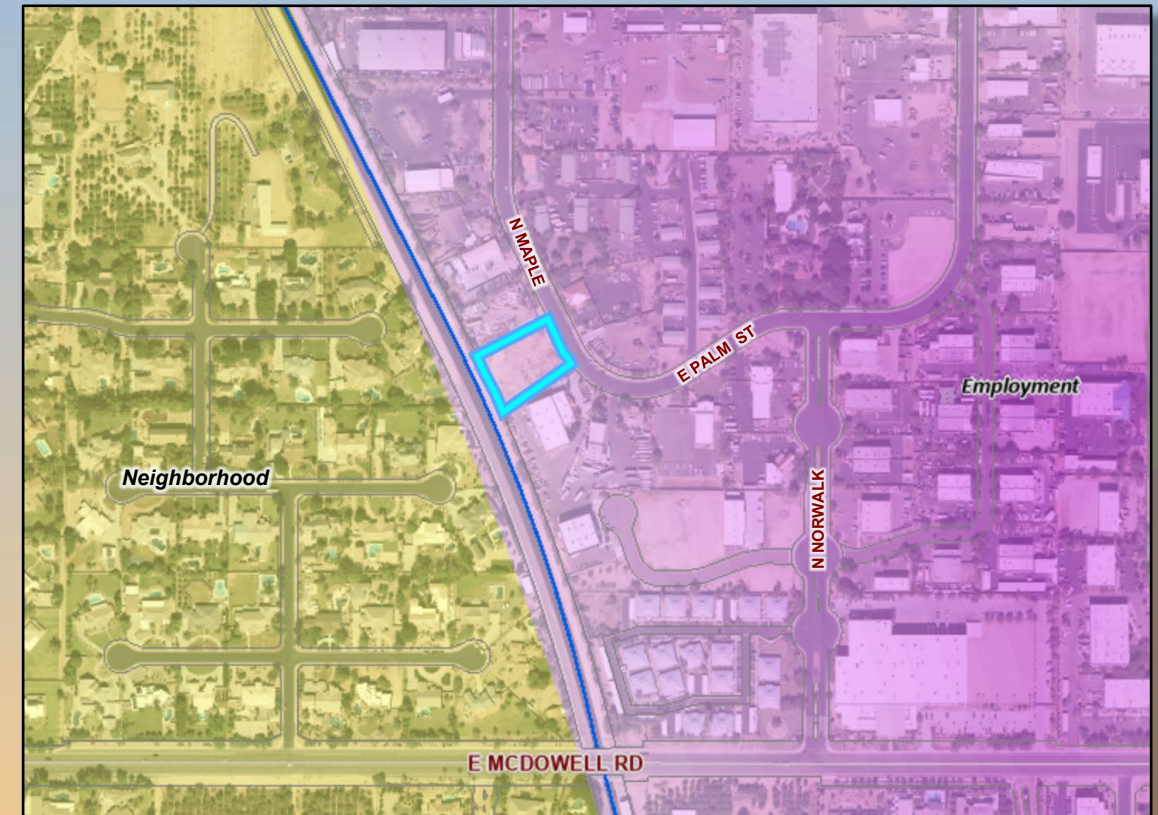
General Plan

Employment

- Wide range of employment opportunities in high-quality settings

Falcon Field Sub Area Plan

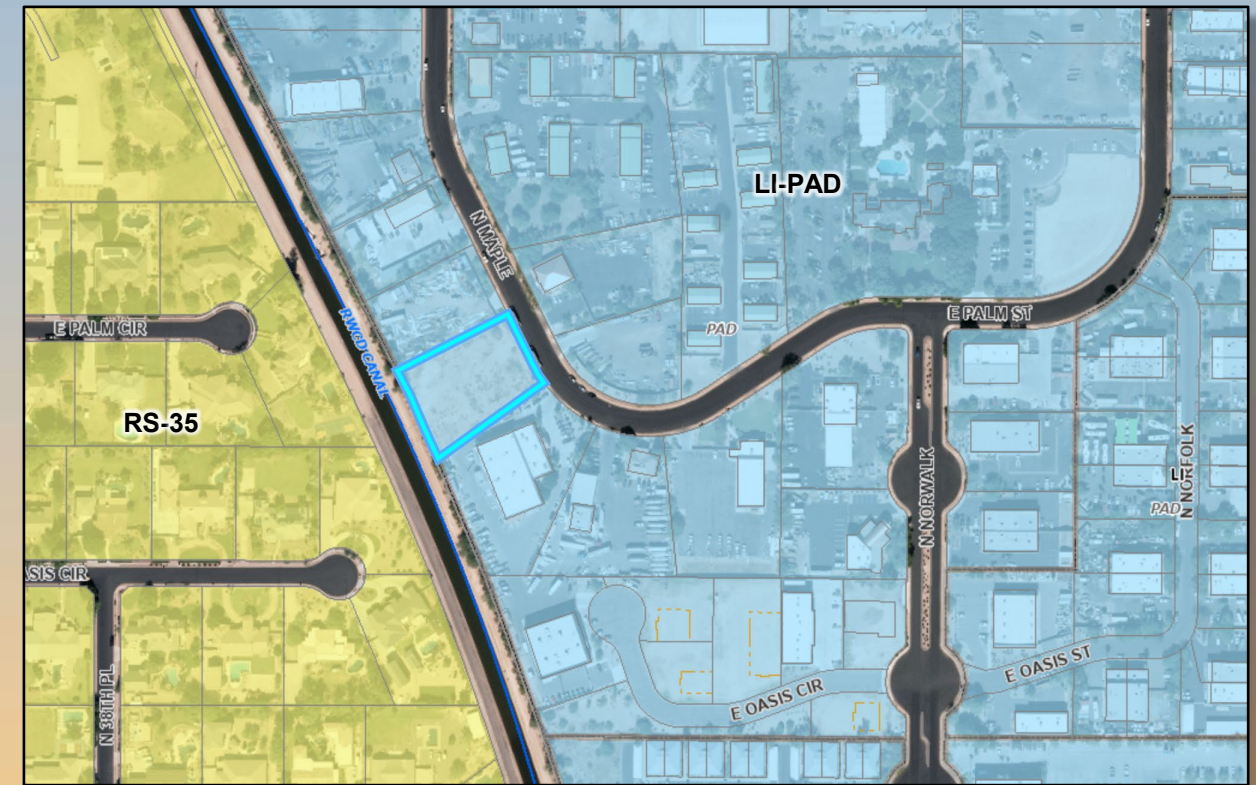
- Oasis of abundant, high-quality employment for professionals, technical experts, and highly skilled labor.





Zoning

- Light Industrial with a Planned Area Development Overlay (LI-PAD)
- An office and warehouse use is permitted





Site Photo

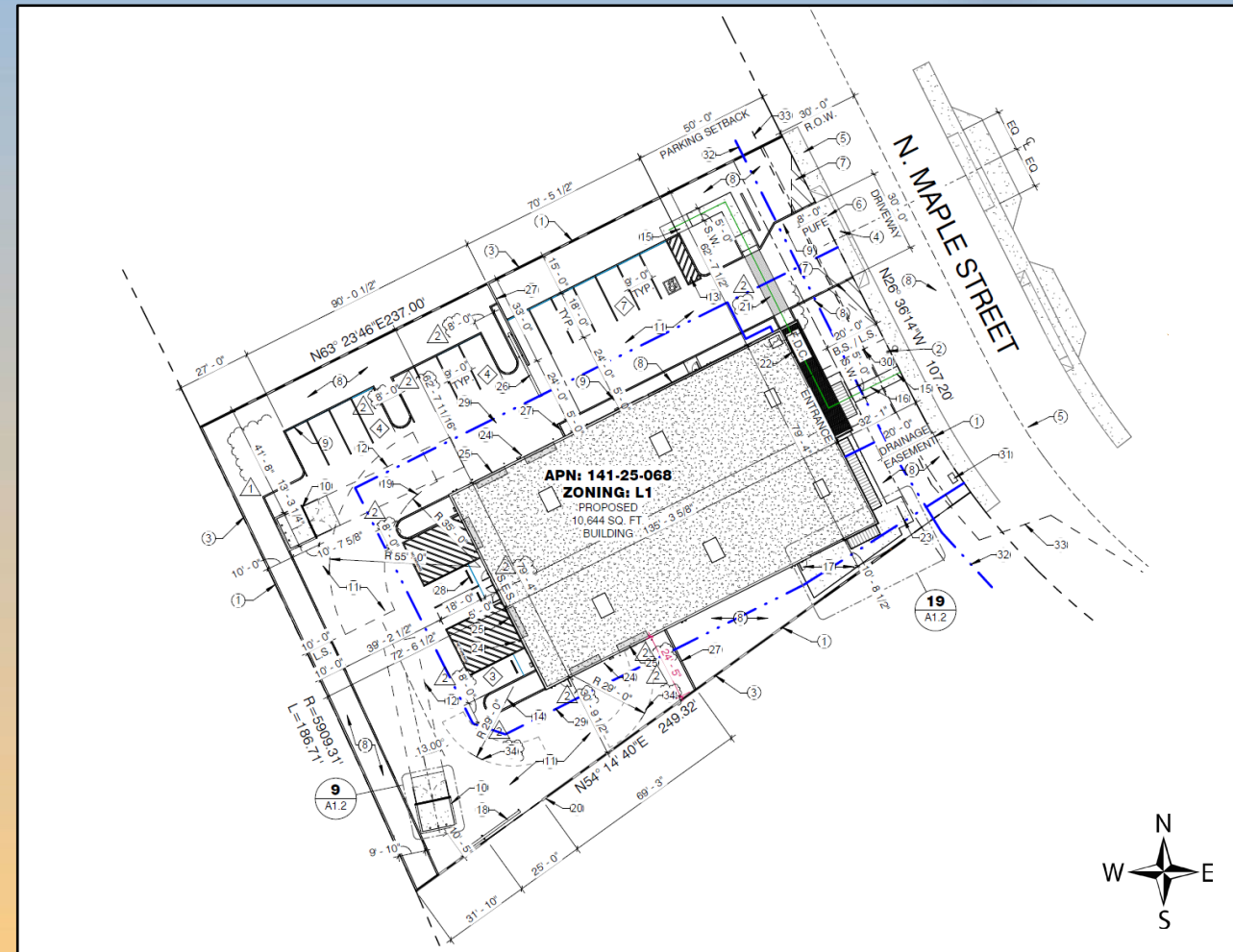


Looking west from Maple



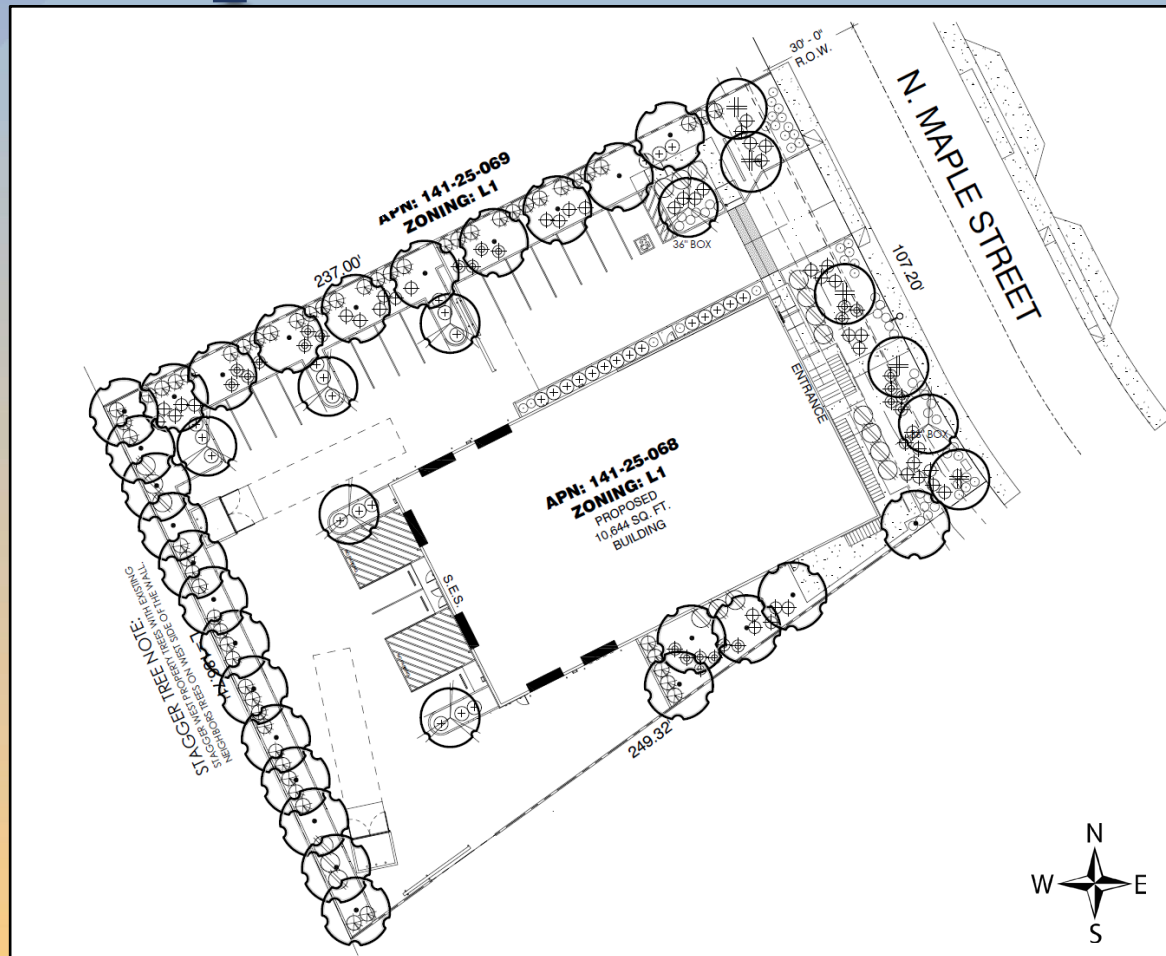
Site Plan

- Proposed 10,644 sf, 2-tenant office/warehouse building
- 18 provided parking spaces, 16 required parking spaces





Landscape Plan

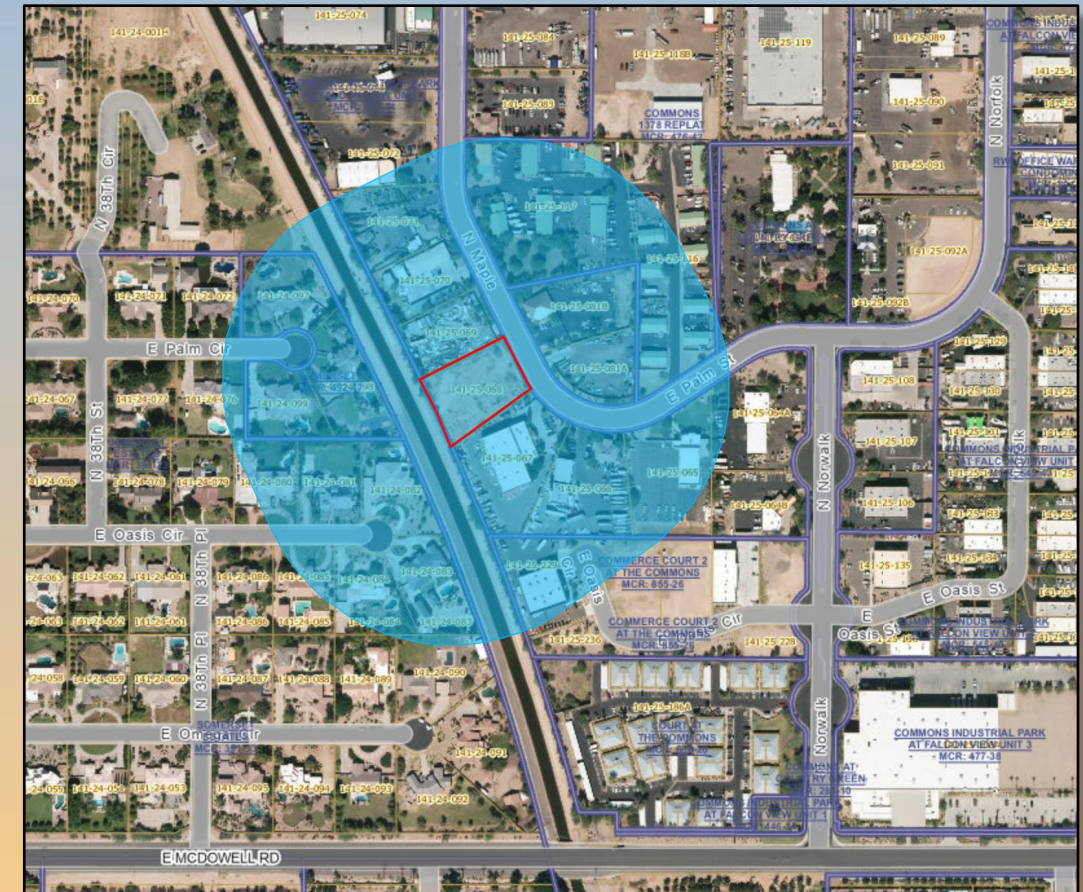


LANDSCAPE LEGEND	
<u>TREES</u>	
	PISTACIA X 'RED-PUSH' RED PUSH PISTACHE 36" BOX (6)
	ACACIA SALICINA WILLOW ACACIA 24" BOX (27)
	ULMUS PARVIFOLIA CHINESE ELM 24" BOX (5) 36" BOX (IDENTIFIED) (2)
<u>LARGE SHRUBS</u>	
	TECOMA 'ORANGE JUBILEE' ORANGE JUBILEE 5 GALLON (20)
<u>MEDIUM SHRUBS</u>	
	EREMOPHILA MACULATA VALENTINE EMU BUSH 5 GALLON (32)
	LEUCOPHYLLUM FRUTESCENS 'GREEN CLOUD' 5 GALLON (57)
<u>ACCENTS</u>	
	HESPERALOE PARVIFLORA RED YUCCA 5 GALLON (45)
	HESPERALOE PARVIFLORA YELLOW YUCCA 5 GALLON (27)
<u>GROUND COVER</u>	
	LANTANA MONTEVIDENSIS 'GOLD MOUND' 1 GALLON (32)
	LANTANA MONTEVIDENSIS TRAILING PURPLE 1 GALLON (28)
1/2" SCREENED ROCK PROS CARMEL DECOMPOSED GRANITE 2" DEPTH IN ALL LANDSCAPE AREAS	



Citizen Participation

- Mailed notification letters to property owners within 500 feet
- One neighbor contacted Planning with concerns





DIP Approval Criteria

Section 11-72-1 DIP Purpose and Applicability

- ✓ Total area of the parcel does not exceed 2.5 net acres and the parcel has been in its current configuration for more than 10 years;
- ✓ The parcel is served by, or has direct access to, existing utility distribution facilities.

The parcel is surrounded by properties within a 1,200-foot radius in which:

- ✓ 1. The total developable land area is not more than 25 percent vacant; and
- ✓ 2. Greater than 50 percent of the total numbers of lots or parcels have been developed 15 or more years ago.

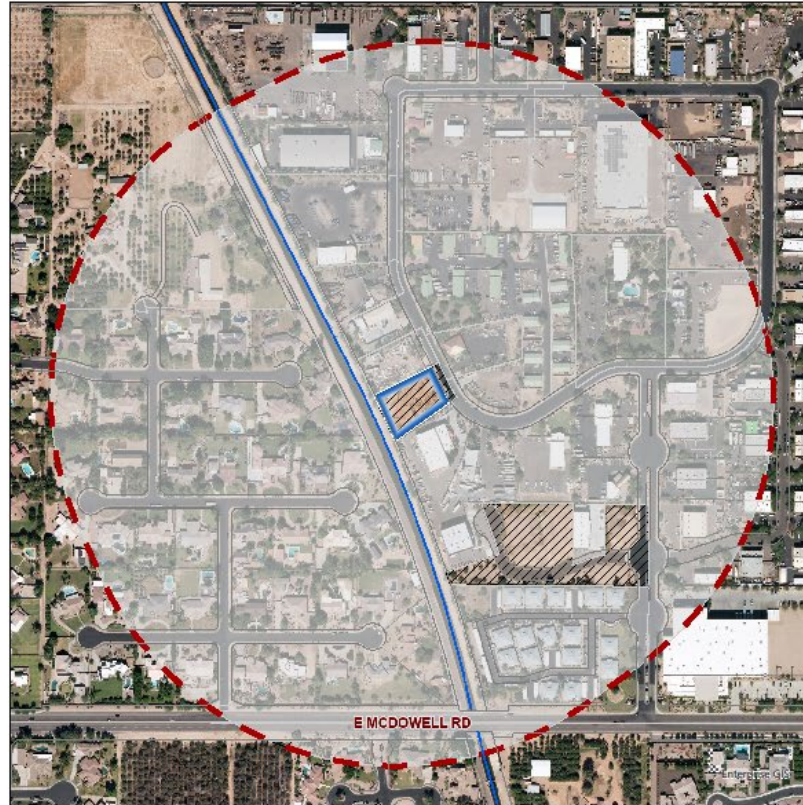


BOA24-00437 Land Development

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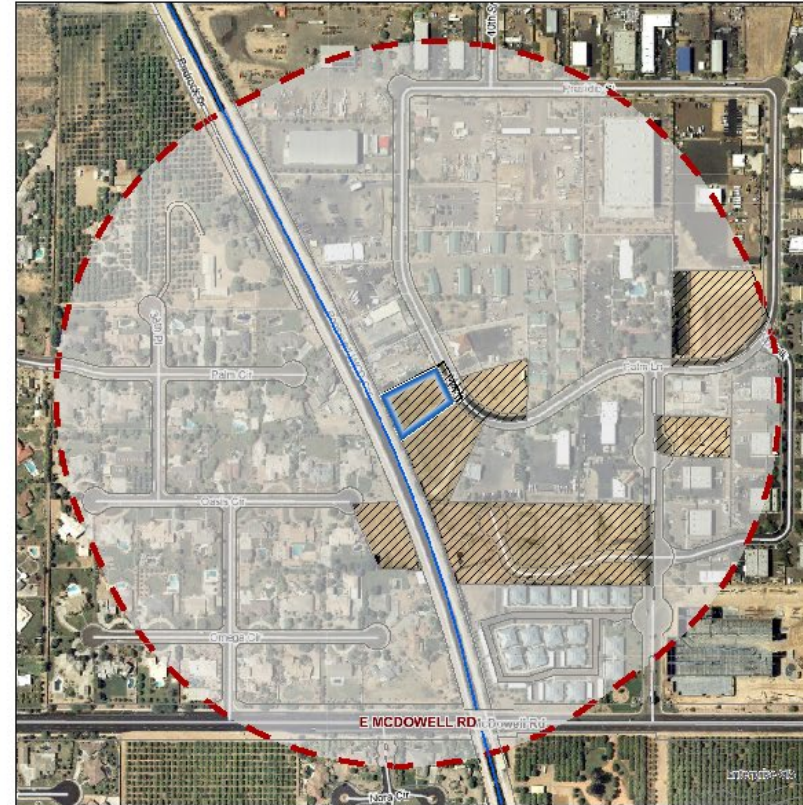
Current

- Site
- 1200-ft Buffer
- Development Status**
- Developed -- 96.15%
- Vacant -- 3.85%



2009

- Site
- 1200-ft Buffer
- Development Status**
- Developed -- 89.4%
- Vacant -- 10.6%





Approval Criteria

Section 11-72-3 DIP Criteria

- ✓ The proposed development is consistent with the General Plan, any other applicable Council adopted plans and/policies, and the permitted uses as specified in this Ordinance;
- ✓ The incentives do not allow development that is more intense than the surrounding neighborhood; commensurate with existing development within a 1,200 foot radius of the by-passed property; and
- ✓ The architectural elements, construction and landscape materials, and other site improvements of the proposed development meet the intent of the Design Standards of this Ordinance.



Findings

- ✓ Complies with the Mesa 2040 General Plan
- ✓ Meets required findings for a DIP in Section 11-72-3 of the MZO

Staff recommends Approval with Conditions



Board of Adjustment



Board of Adjustment



BOA24-00452

Emily Johnson, Planner I

August 7, 2024



Request

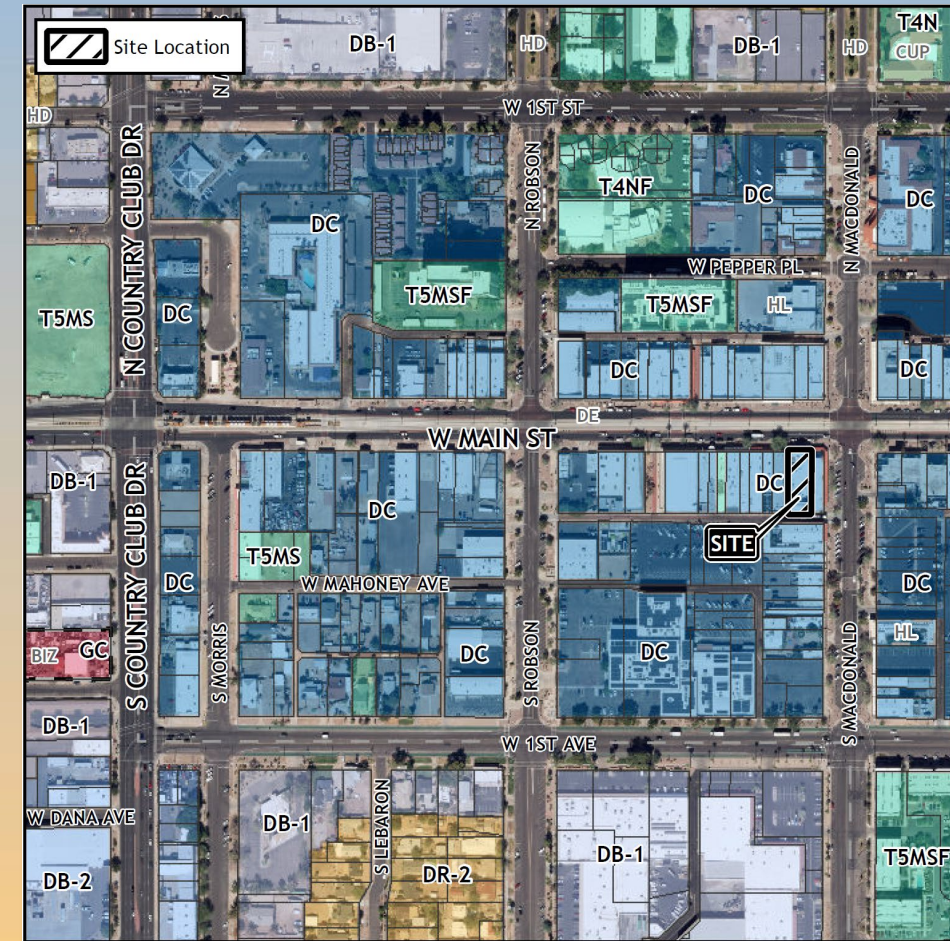
- Special Use Permit (SUP) for a Comprehensive Sign Plan (CSP)





Location

- South side of Main Street
- West of MacDonald





General Plan

Downtown Transit Corridor / Station Area

- Pedestrian oriented development

Central Main Street Area

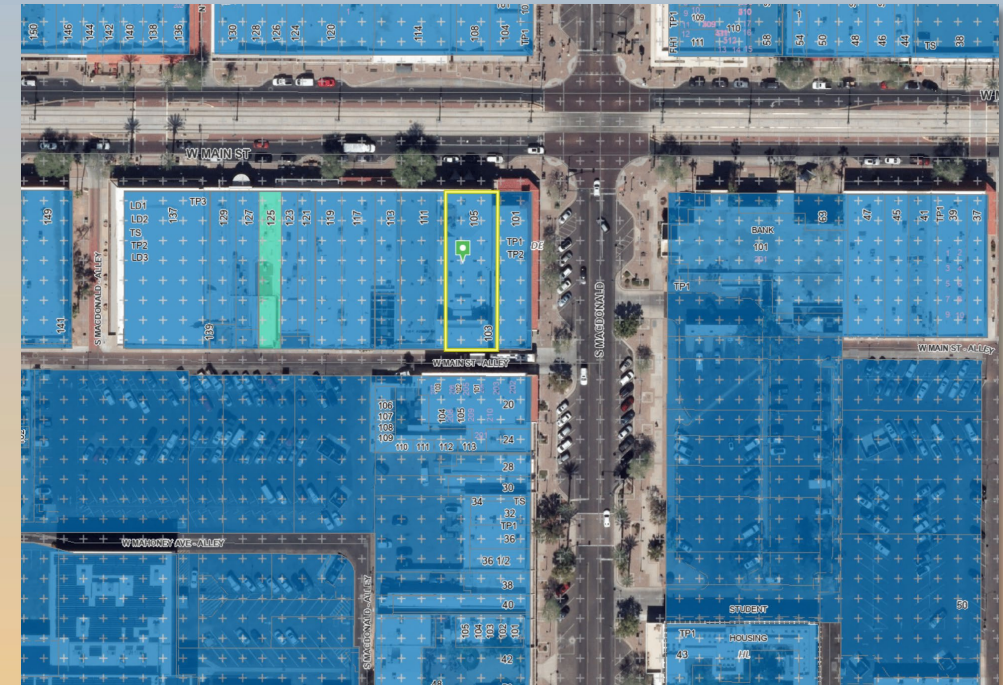
- Recognizes the use of specialized signage in the creation of distinctive places





Zoning

- Downtown Core with a Downtown Events overlay and a Historic Landmark overlay (DC-DE-HL)
- The existing use is permitted in the Downtown Core District





Site Photos



Looking south from Main St



Looking north from Main St Alley



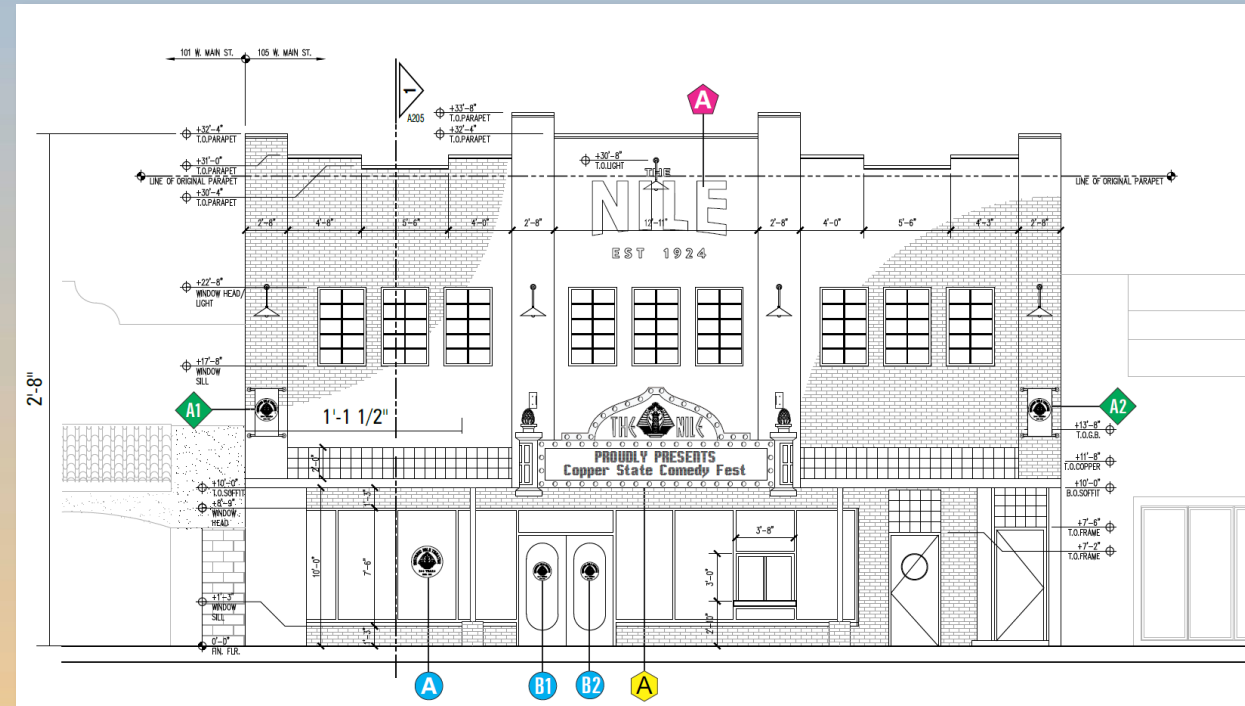
Proposed CSP

- Increase the number and size of wall signs
- Increase the sign length for a marquee sign
- Increase the number of window signs

Sign Type	MZO Requirements	Proposed	Staff Recommendation
Wall Sign (Single-Occupancy)	<p><u>MZO Section 11-43-3.F:</u> 1 per street frontage and 1 per alley frontage</p> <p>1 sq. ft. of sign area per linear foot of street frontage up to a max of 40 sq. ft.</p> <p>½ sq. ft. of sign area per linear foot of alley frontage up to a max of 20 sq. ft.</p> <p>No higher than 4-feet below the top of the building or 25-feet from grade, whichever is less</p>	<p>3 signs per street frontage (Main Street) and 3 per alley frontage (Main Street Alley)</p> <p>56.96 sq. ft</p> <p>20.73 sq. ft.</p> <p>2'-2" from the top of the parapet, 30'-2" from grade (existing wall sign)</p>	As Proposed
Marquee Sign	<p><u>MZO Section 11-43-3.F:</u> Max sign length is 60% of the length of the marquee</p>	<p>Max sign length is 76.36% of the length of the marquee</p>	As Proposed
Window Sign	<p><u>MZO Section 11-43-3.F:</u> Max 1 sign</p>	<p>6 signs</p>	As Proposed



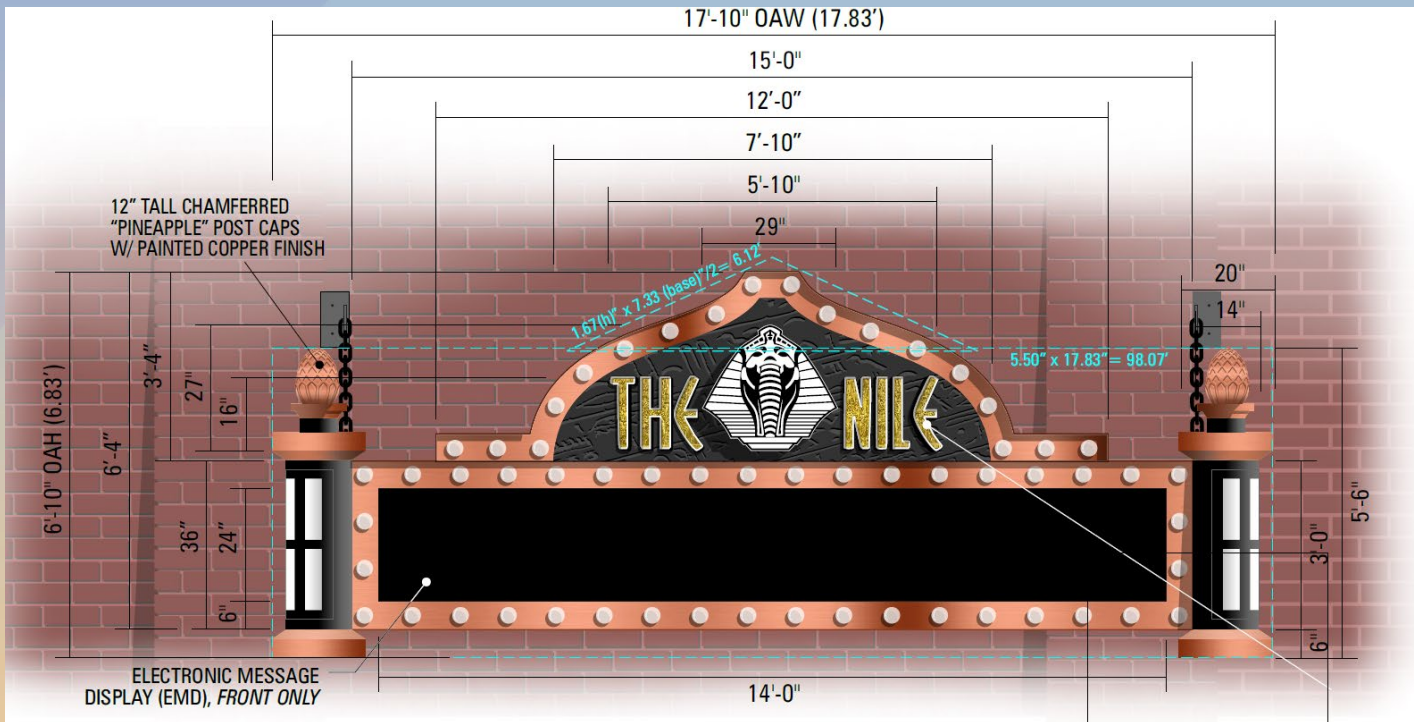
Sign Plan



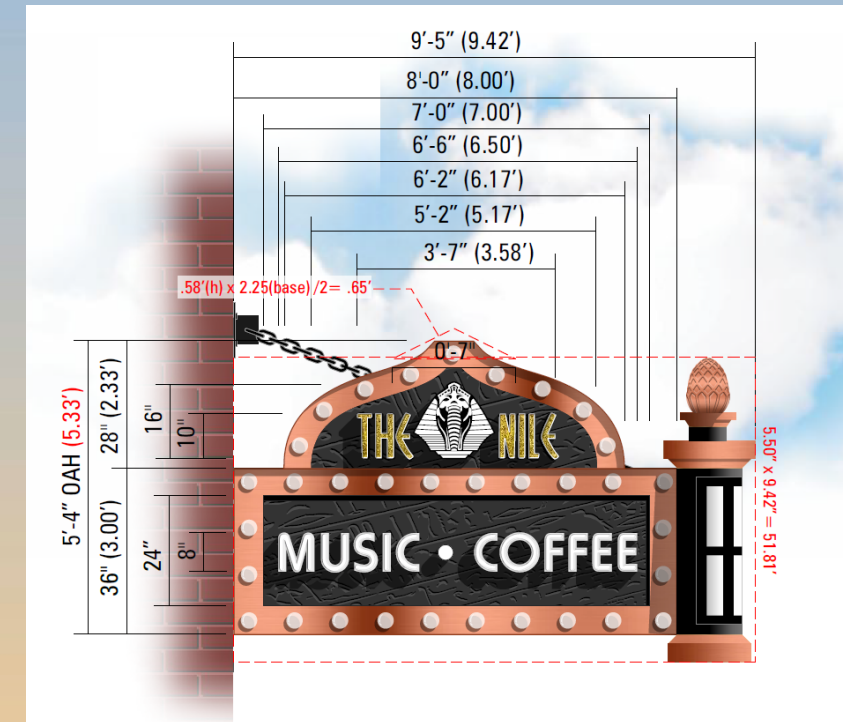
North Building Elevation



Sign Plan



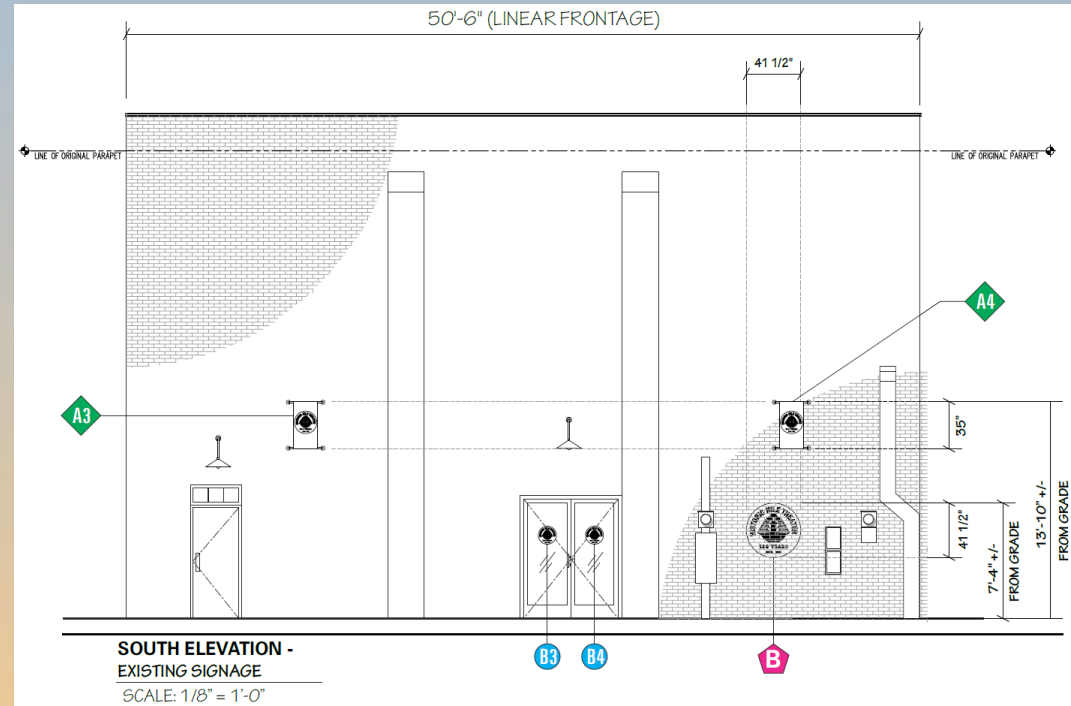
Proposed Marquee Sign
- Front



Proposed Marquee Sign
Sign - Sides



Sign Plan

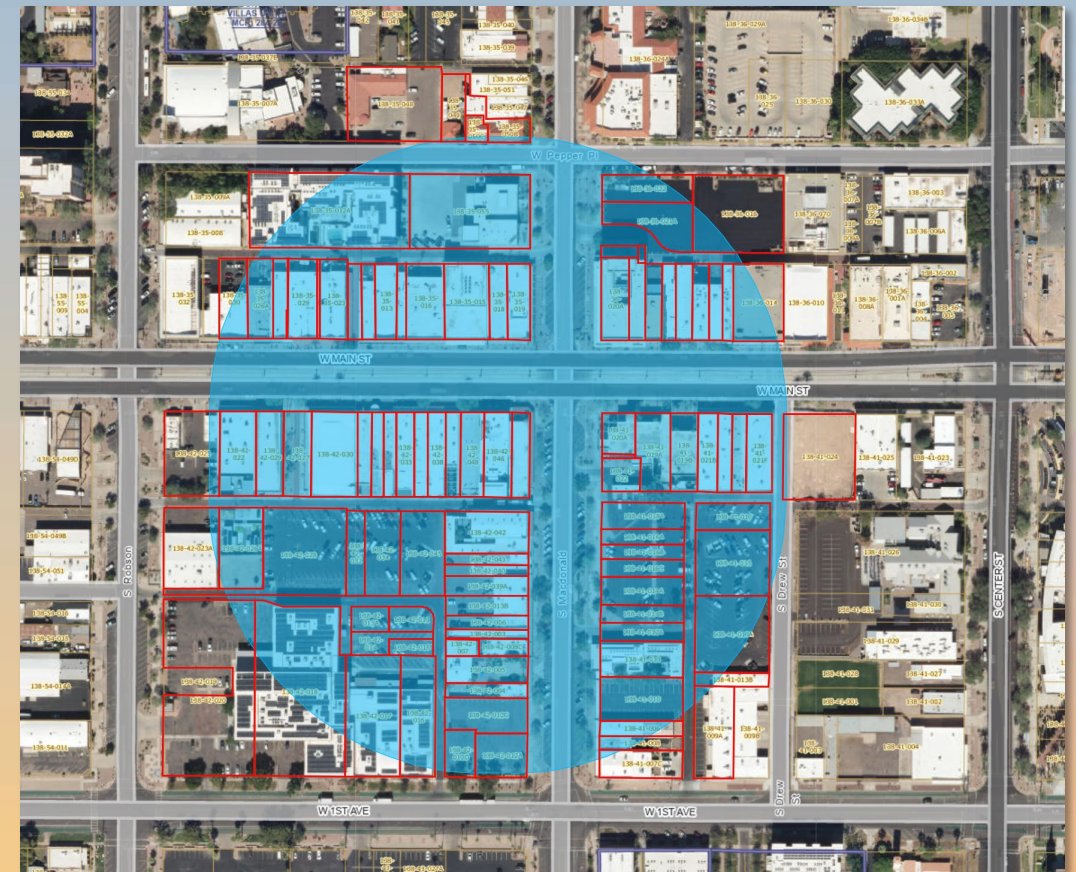


South Building Elevation



Citizen Participation

- Notified property owners within 500 feet
- Staff was contacted by a neighbor and the applicants modified plans based on the concerns





Approval Criteria

Section 11-46-3.D CSP Criteria

- The site contains unique or unusual physical conditions that would limit or restrict normal sign visibility; or
- The development exhibits unique characteristics of land use, that represent a clear variation from conventional development; or
- The proposed signage incorporates special design features that reinforce or are integrated with the building architecture.



Approval Criteria

Section 11-70-5.E SUP Criteria

- ✓ Project will advance the goals and objectives of the General Plan and other City plan and/or policies;
- ✓ Location, size, design, and operating characteristics are consistent with the purposes of the district where it is located and conform with the General Plan and any other applicable City plan or policies;
- ✓ Project will not be injurious or detrimental to the surrounding properties, the neighborhood, or to the general welfare of the City; and
- ✓ Adequate public services, public facilities and public infrastructure are available.



Findings

- ✓ Complies with the Mesa 2040 General Plan
- ✓ Meets the CSP criteria of Section 11-46-3.D of the MZO
- ✓ Meets the SUP findings of Section 11-70-5.E of the MZO

Staff recommends Approval with Conditions



Board of Adjustment

BOA24-00452



Board of Adjustment



BOA24-00518

Tye Hodson, Senior Planner

August 7, 2024



Request

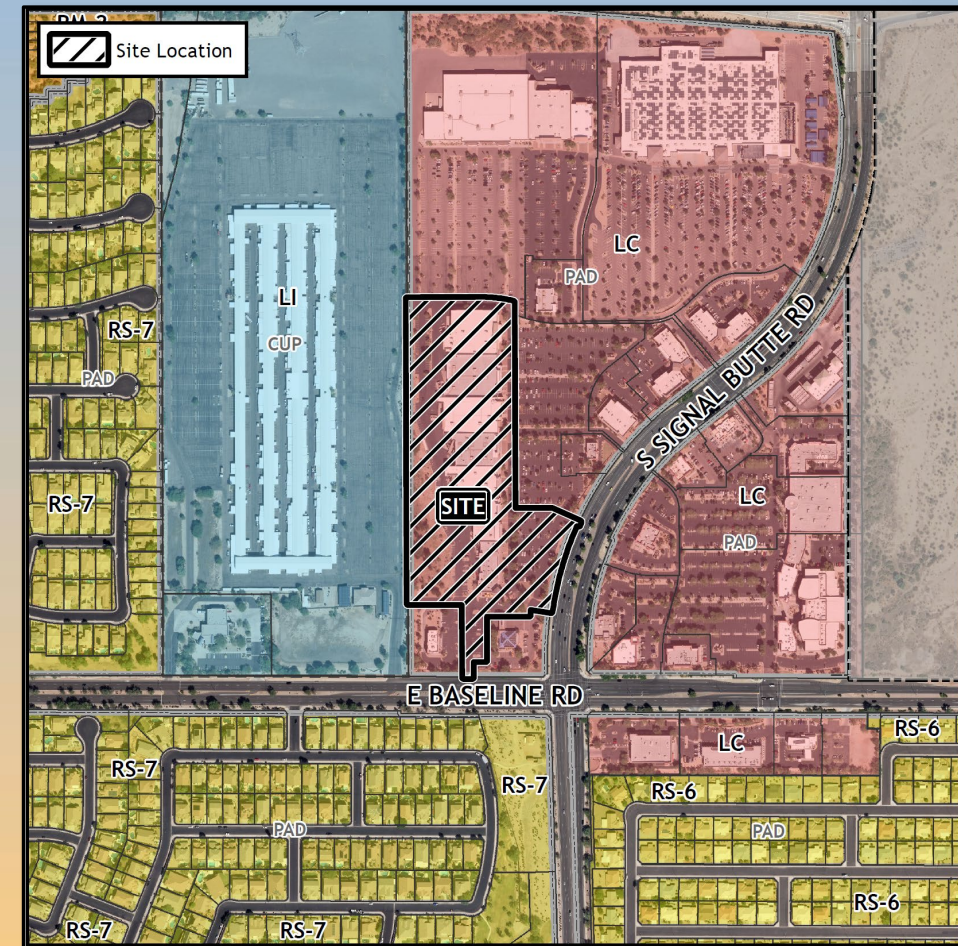
- Special Use Permit (SUP) for a Comprehensive Sign Plan (CSP)





Location

- North of Baseline Road
- West of Signal Butte

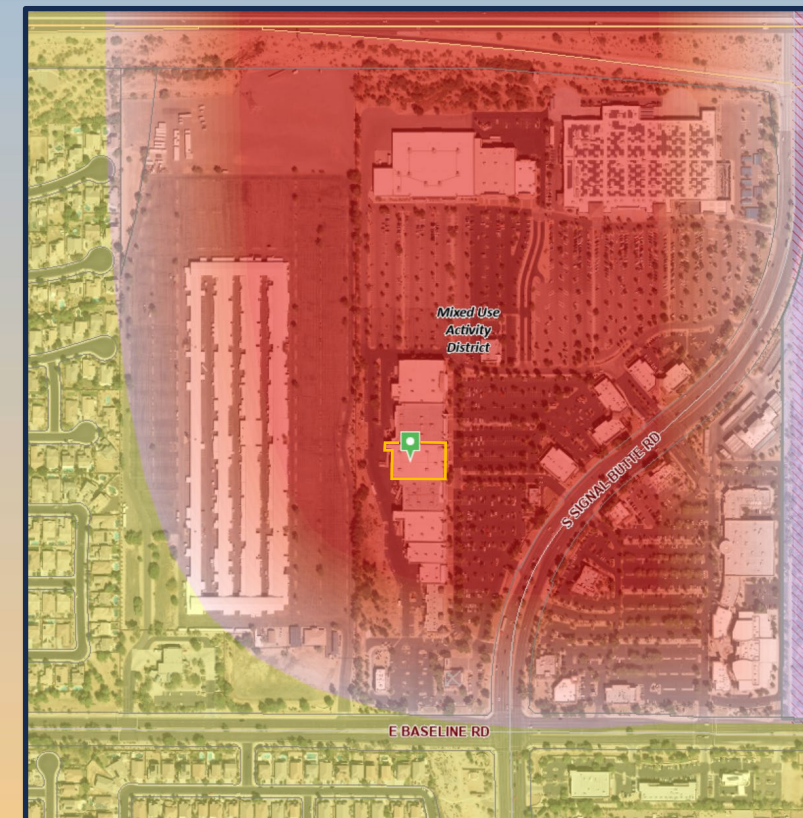




General Plan

Mixed Use Activity District

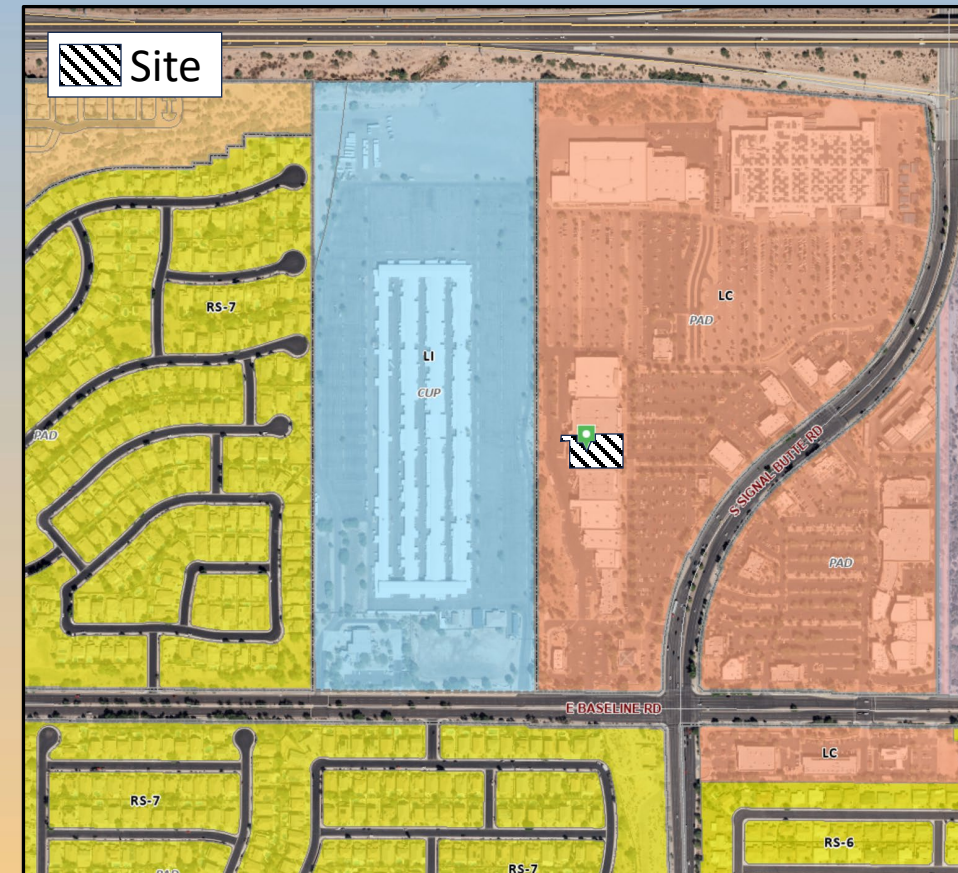
- Large scale commercial development





Zoning

- Limited Commercial with a Planned Area Development overlay (LC-PAD)
- The existing use is permitted in the Limited Commercial District





Site Photo



Back of Building



Front of Building



Proposed CSP

- Increase the total allowed square footage of wall signs from 240 S.F. to 312.64 S.F
- CSP will allow for one additional sign to be installed on the back of the building





Sign Plan

Site Plan

Sign	Proposed Sign	Qty
S01	Channel Letters	1
S02	Channel Letters	1
S03	Tenant Panels	2
S05	New awning	1
S06	Tenant Faces	2



Sign Locations



Sign Plan

S01 TW-FM-RMT-SBM-48 | Illuminated Letterset | Flush Mount | Spirits Beer & More

Scale: 1/4" = 1'-0" 7'-8 3/4" x 30'-8 3/4" = 236.5 Square Feet

Scale: 3/32" = 1'-0" 140'-0" ±

FRONT ELEVATION

SURVEY REQUIRED TO VERIFY ALL DIMENSIONS

Material & Color:

- Vinyl - 3M 3630-106 Brilliant Green
- Vinyl - 3M 3630-128 Plum Purple
- Vinyl - 3M 3630-246 Teal Green
- Vinyl - 3M 3630-22 Black
- "Total Wine" Letter Faces - RED Acrylic #SG278-0
- Letter Faces - 2447 LD White Acrylic
- Trimcap - Standard 1" Black Jewellee
- Returns - Black (Satin)
- Illumination - Principle LEDs

S01	PM: KS	Address: 1834 S. Signal Butte Rd.
	Drawn By: PP	City/State: Mesa, AZ 85209
	Date: 03.27.2024	Drawing Number: 176568 Page: 3

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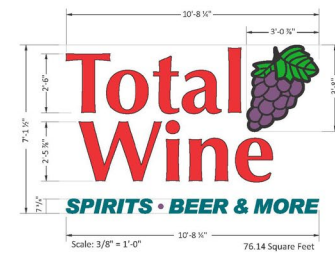
Revisions:

East Building Elevation



Sign Plan

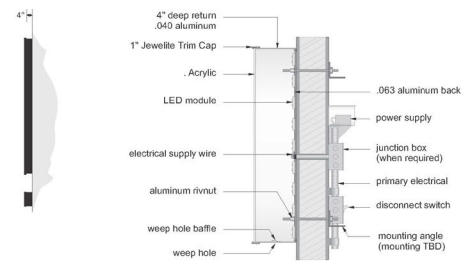
S02 TW-FMS-RMT-SBM-30 | Illuminated Letterset | Flush Mount | Spirits Beer & More



* Field survey required prior to production



Scale: 3/32" = 1'-0" REAR ELEVATION



- Material & Color:
- Vinyl - 3M 3630-106 Brilliant Green
 - Vinyl - 3M 3630-128 Plum Purple
 - Vinyl - 3M 3630-246 Teal Green
 - Vinyl - 3M 3630-22 Black
 - "Total Wine" Letter Faces - RED Acrylic #5G278-0
 - Letter Faces - 2447 LD White Acrylic
 - Trimcap - Standard 1" Black Jewelle
 - Returns - Black (Sattn)
 - Illumination - Principle LEDs



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Revisions:	By:	Date:

S02	PM: KS	Address: 1834 S. Signal Butte Rd.
	Drawn By: PP	City/State: Mesa, AZ 85209
	Date: 03.27.2024	Drawing Number: 176568 Page: 4

West Building Elevation



Sign Plan

S03 Routed & Acrylic Backed Tenant Panel Replacements | (2) Panels for One D/F Monument Sign



Scale: 1/8" = 1'-0"



Existing Monument



Proposed Monument

Action:

- Manufacture and install new (2) new Routed & Acrylic backed tenant panels as shown for installation into (1) double face Monument sign.

Colors & Materials

- Routed Faces: Painted SW 6126 Navajo White (textured finish)
- Acrylic Backed Face: #7328 White Acrylic
- 3M 3620-53 Cardinal Red Vinyl
- 3M 3620-246 Teal Green Vinyl
- 3M 3620-428 Plum Purple Vinyl
- 3M 3620-805 Brilliant Green Vinyl
- 3M 3620-22 Matte Black Vinyl

Exact face location TBD



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Revision	Date	Description
01	03/27/2024	Survey dimensions added

S03

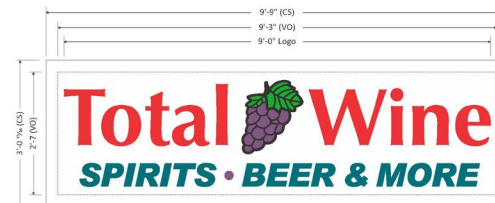
PM: KS	Address: 1834 S. Signal Butte Rd.
Drawn By: PP	City/State: Mesa, AZ 85209
Date: 03.27.2024	Drawing Number: 176568 Page: 5

Signal Butte Tenant Monument Sign



Sign Plan

S06 (2) Routed & Polycarbonate Backed Face Replacements | (2) Panels for One D/F Pylon Sign



Scale: 3/4" = 1'-0"



Existing Pylon



Proposed Pylon

SCOPE

- Manufacture & install (2) Routed & Polycarbonate backed aluminum face replacements for (1) D/F sign

GENERAL DESCRIPTION

- Routed 1/8" aluminum face, 7328 white polycarbonate backed.
- Vinyl graphics applied to 1st surface of both faces via translucent vinyl (See color schedule).
- Faces installed into existing D/F pylon cabinet with existing face retainers & divider bars

Colors & Materials

- Routed Face: 1/8" Alum. Painted Satin white, w/ textured finish
- Polycarbonate Backed Face: #7328 White Polycarbonate
- 3M 3630-55 Cardinal Red Vinyl
- 3M 3630-246 Teal Green Vinyl
- 3M 3630-128 Plum Purple Vinyl
- 3M 3630-105 Brilliant Green Vinyl
- 3M 3630-22 Matte Black Vinyl



National Headquarters: 1077 West Blue Heron Blvd.
West Palm Beach, Florida 33404
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Revisions:

Rev	Description	Date
01	10.11.2021 New tenant faces	
02	09.03.2024 Survey dimensions added	
03		
04		

S06

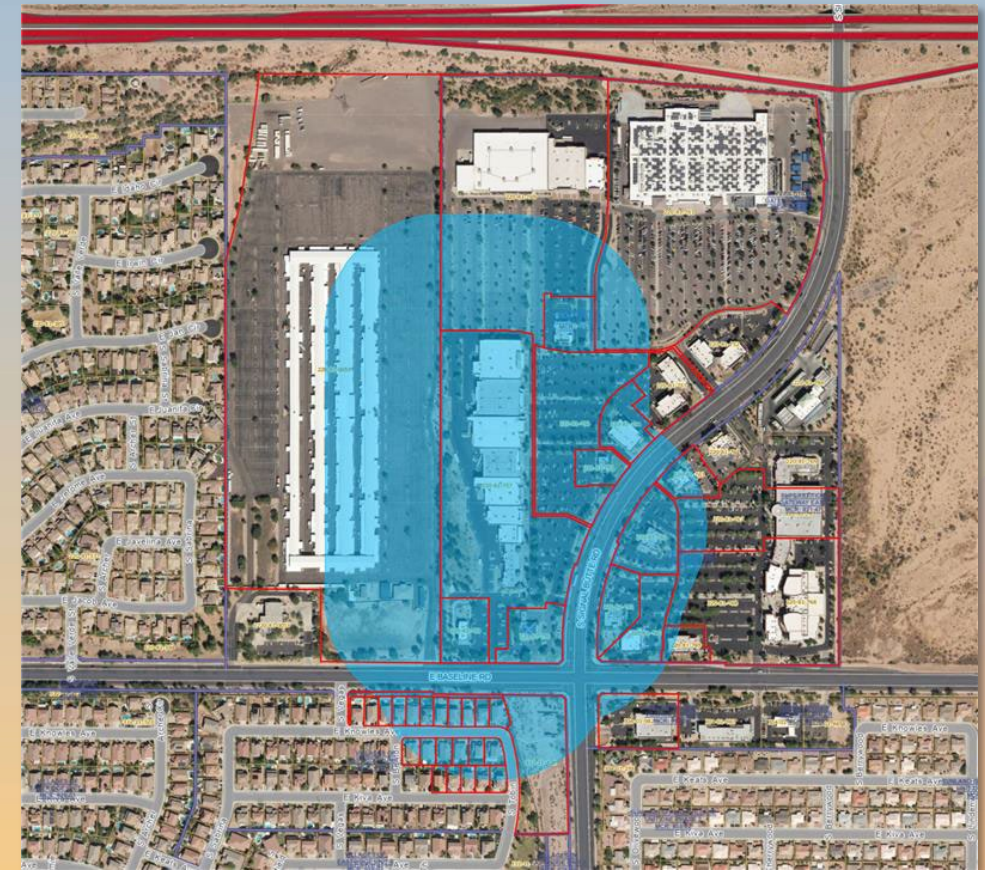
PM: KS Address: 1834 S. Signal Butte Rd.
Drawn By: PP City/State: Mesa, AZ 85209
Date: 03.27.2024 Drawing Number: 176568 Page: 8

Primary Tenant Monument Sign



Citizen Participation

- Notified property owners within 500 feet
- Staff was not contacted





Approval Criteria

Section 11-46-3.D CSP Criteria

- ✓ The site contains unique or unusual physical conditions that would limit or restrict normal sign visibility.
- ✓ The development exhibits unique characteristics of land use, that represent a clear variation from conventional development.
- ✓ The proposed signage incorporates special design features that reinforce or are integrated with the building architecture.



Approval Criteria

Section 11-70-5.E SUP Criteria

- ✓ Project will advance the goals and objectives of the General Plan and other City plan and/or policies;
- ✓ Location, size, design, and operating characteristics are consistent with the purposes of the district where it is located and conform with the General Plan and any other applicable City plan or policies;
- ✓ Project will not be injurious or detrimental to the surrounding properties, the neighborhood, or to the general welfare of the City; and
- ✓ Adequate public services, public facilities and public infrastructure are available.



Findings

- ✓ Complies with the Mesa 2040 General Plan
- ✓ Meets the CSP criteria of Section 11-46-3.D of the MZO
- ✓ Meets the SUP findings of Section 11-70-5.E of the MZO

Staff recommends Approval with Conditions



Board of Adjustment

BOA24-00518