

# Board of Adjustment



## *Study Session Minutes*

Mesa City Council Chambers - Upper Level 20 East  
Main Street Date: December 3, 2025 Time: 5:00 p.m.

### **MEMBERS PRESENT:**

Chair Alexis Wagner\*  
Vice Chair Shelly Allen\*  
Boardmember Troy Glover  
Boardmember Janice Paul  
Boardmember Gerson Barrera\*

### **MEMBERS ABSENT:**

Boardmember Todd Trendler

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

### **STAFF PRESENT:**

Kelly Whittemore  
Cassidy Welch  
Jennifer Merrill  
Charlotte Bridges  
Chloe Durfee Daniel  
Vanessa Felix

### **OTHERS PRESENT:**

#### **1 Call meeting to order.**

Chair Wagner excused Boardmember Trendler and declared quorum present, and the Study Session was called to order at 5:18 p.m.

#### **2 Staff Update.**

No Update.

#### **3 Review and discuss items on the agenda for the December 3, 2025 Board of Adjustment Hearing.**

**\*3-a BOA25-00602 continued to January 7, 2025 Board of Adjustment meeting.**

**\*3-b Staff member Kwasi Abebrese presented case BOA25-00718 to the Board.  
See attached presentation.**

Staff member Abebrese clarified that the request only applies to the attached signage. The other existing detached signs meet code.

- \*3-c Staff member Kwasi Abebrese presented case BOA25-00813 to the Board.  
See attached presentation.**

One citizen comment was received regarding illumination, and staff noted the proposed halo illumination would be low intensity and adjacent to an arterial roadway, with no formal opposition expressed.

- \*3-d Staff member Charlotte Bridges presented case BOA25-00840 to the Board.  
See attached presentation.**

Staff member Bridges answered a question about building permits.

#### **4 Adjournment.**

Boardmember Glover motioned to adjourn the Study Session. The motion was seconded by Boardmember Paul.

**Vote: 5-0**

AYES –Wagner – Allen – Glover – Barrera – Paul

NAYS – None

ABSENT – Trendler

ABSTAINED – None

The Study Session was adjourned at 5:37 p.m.

Respectfully submitted,



Chair Wagner



# BOA25-00718

## Circle K Burrito Express CSP



# Request

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

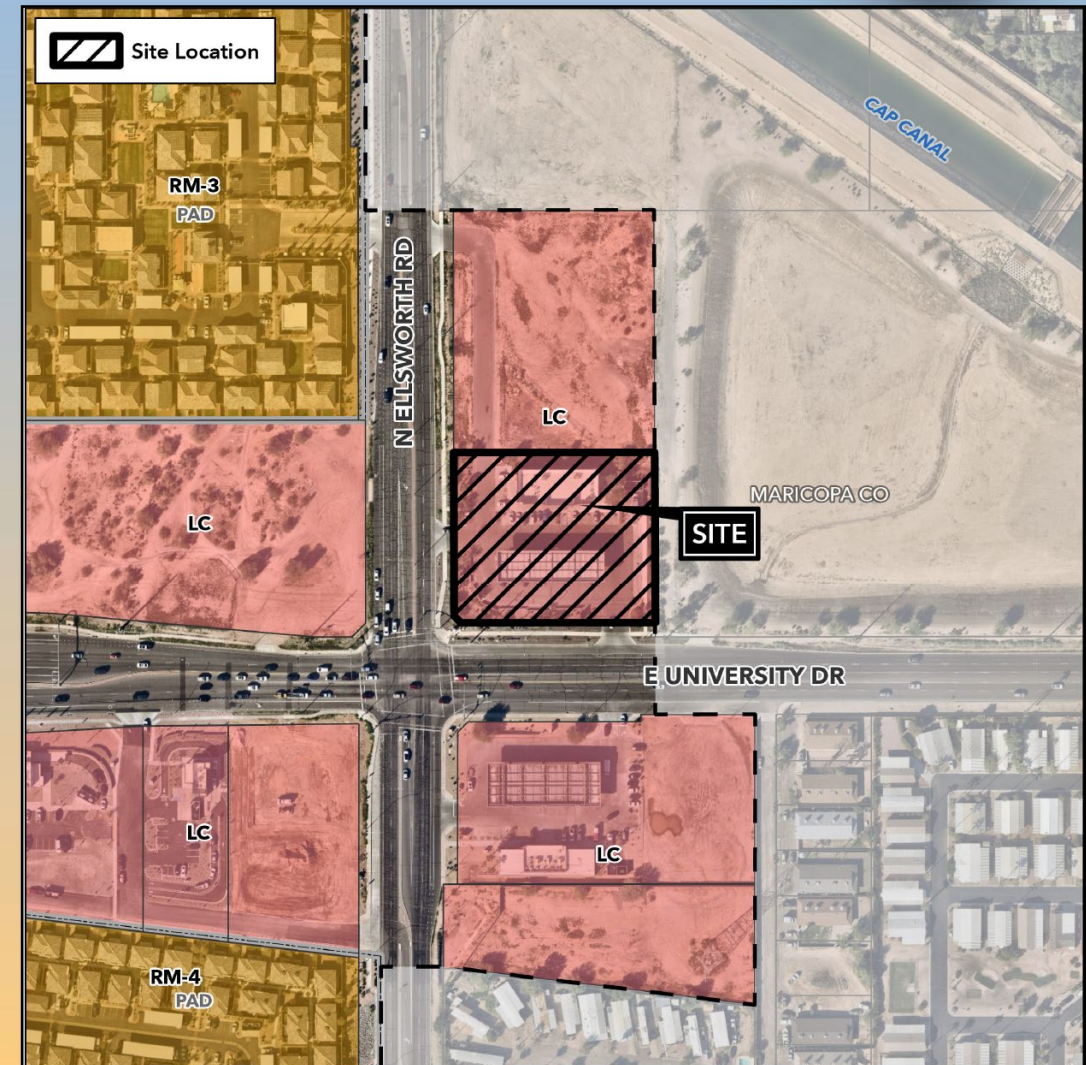






# Location

- 9230 East University Drive
- East of Ellsworth Road
- North of University Drive

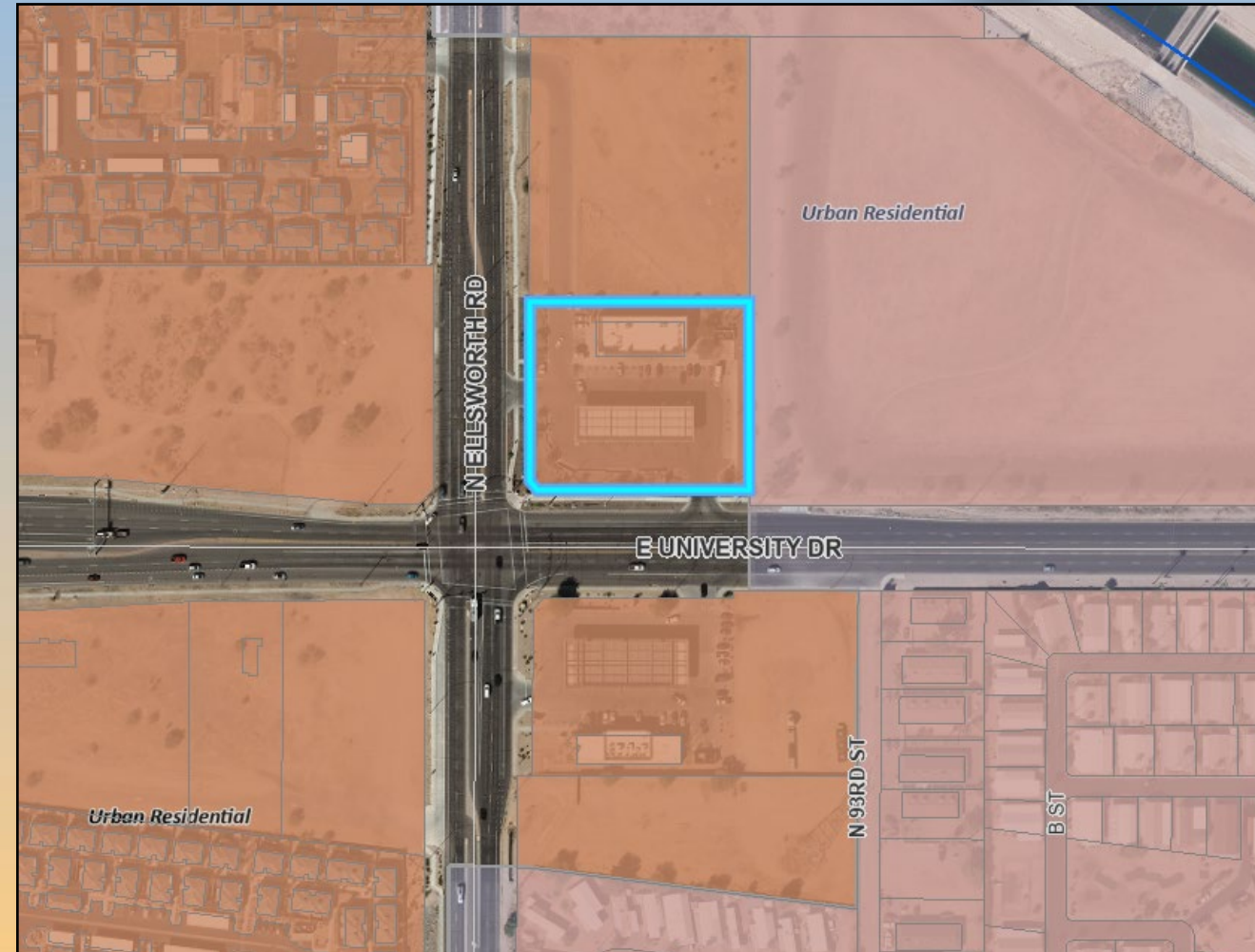






# Urban Residential – Evolve

- Contains a diverse mixture of uses where commercial, residential, as well as public and semi-public uses coexist

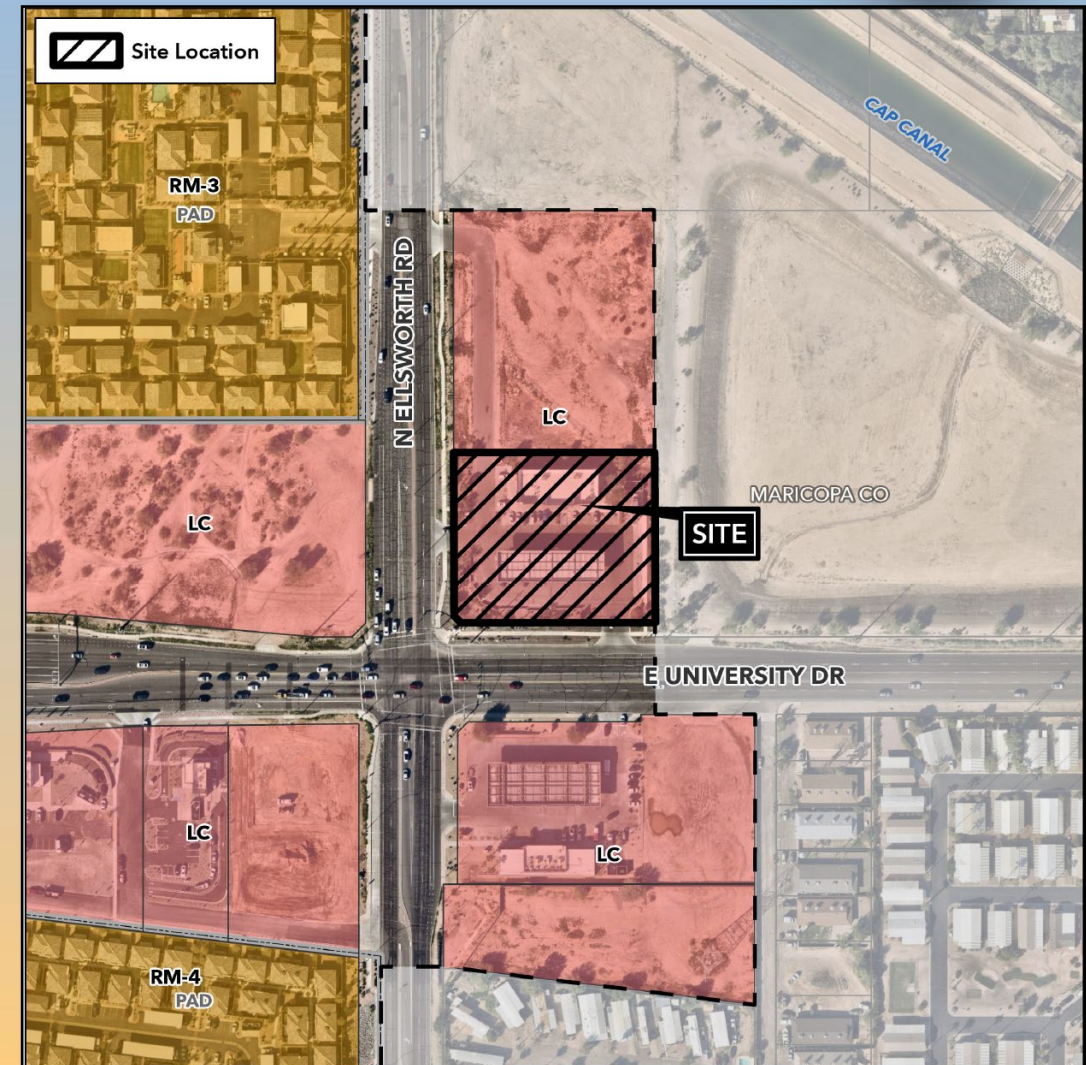






# Zoning

- Limited Commercial (LC)
- A convenience store with an associated service station requires a Special Use Permit (SUP)







# Site Photos



Looking north towards the site from University Drive





# Site Photos



Looking east towards the site from Ellsworth Road

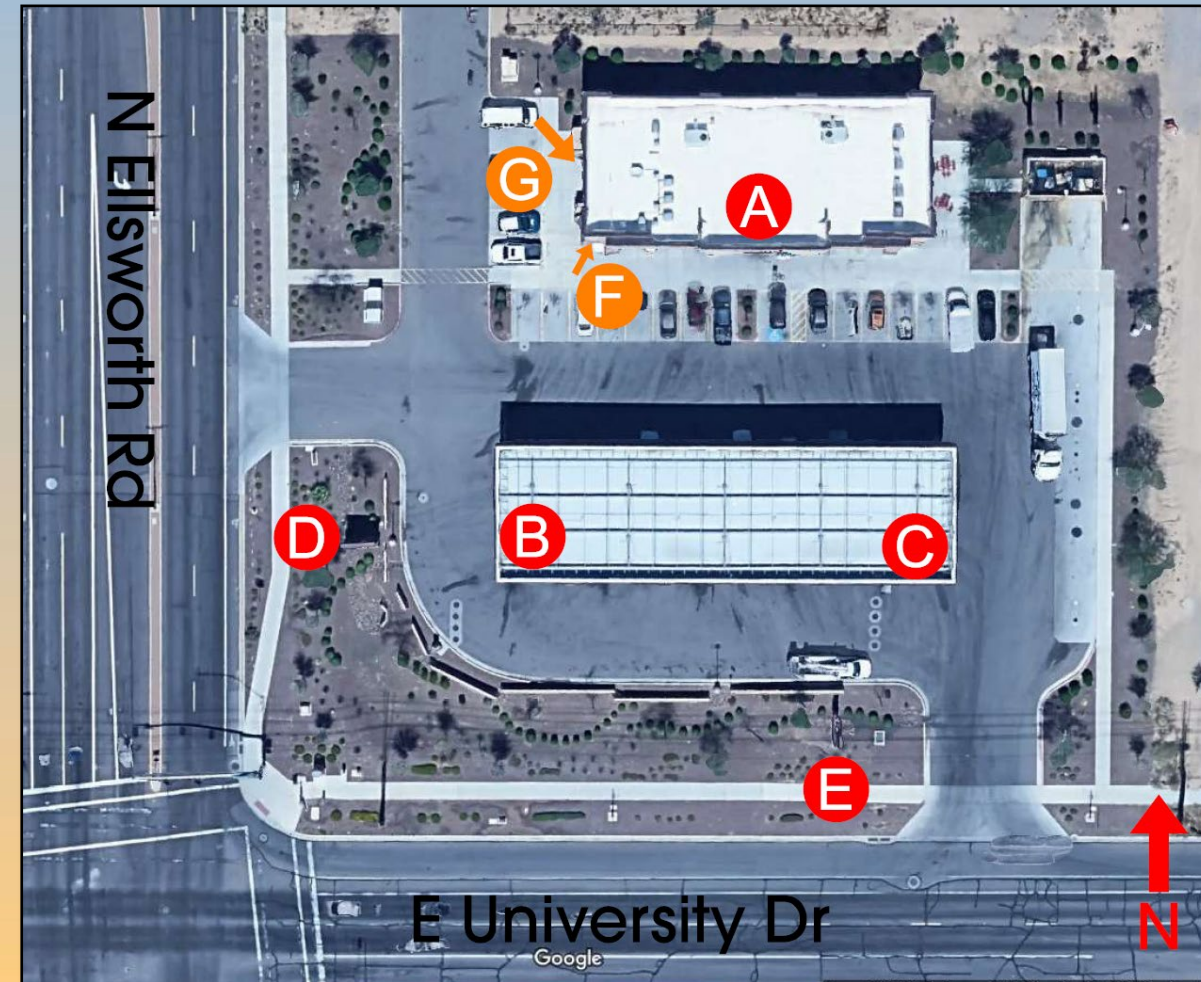




# Sign Plan – Wall Signs

## Proposed:

- Addition of two new illuminated wall signs
- A total of five attached signs
- A maximum aggregate sign area of 178 square feet







# Sign Plan



South Elevation



# Sign Plan



West Elevation

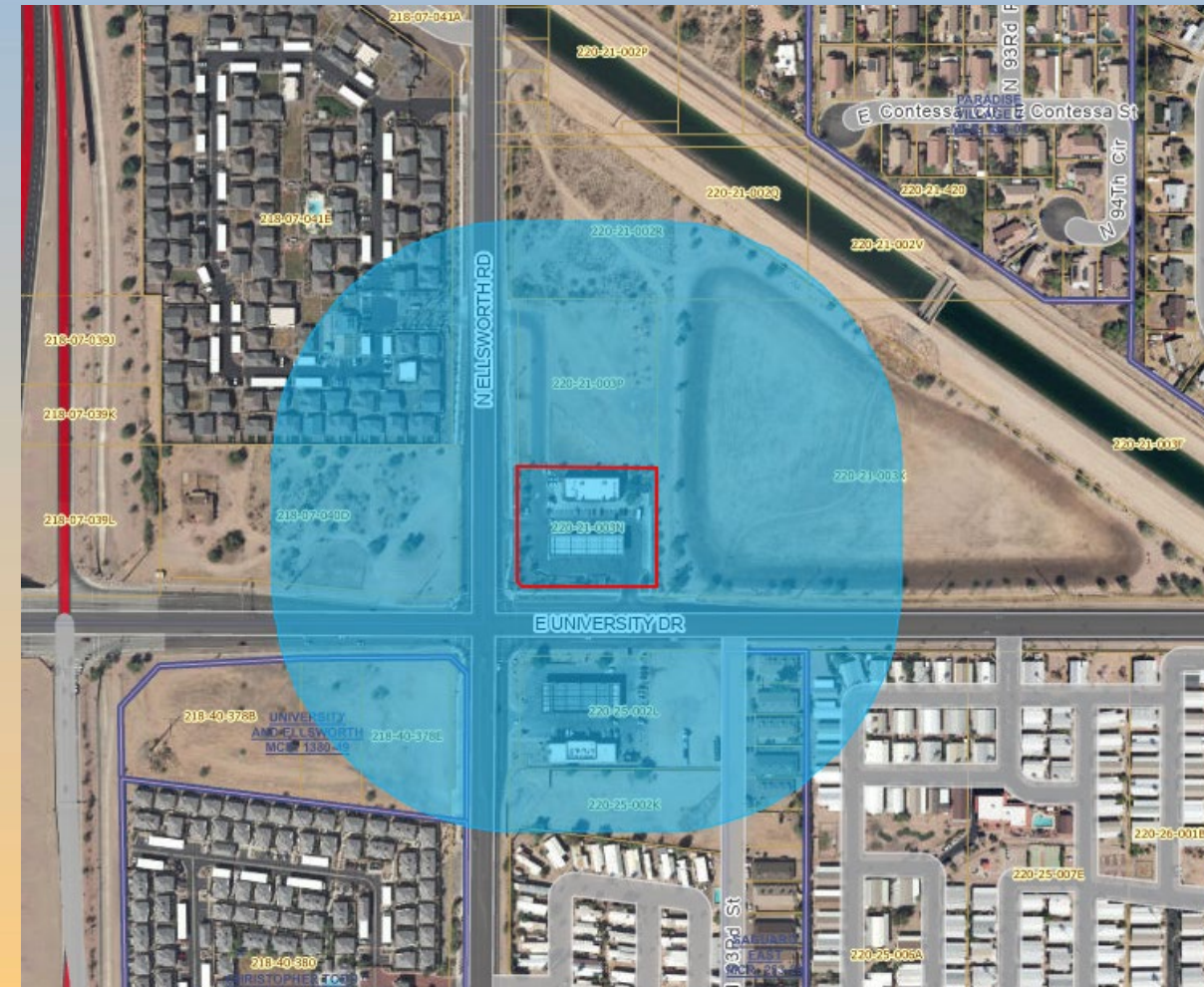






# Citizen Participation

- Notified property owners within 500 feet
- No comments received from neighboring property owners





# 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) Special Use Permit 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 2050 Mesa 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***





# BOA25-00813

## St Timothy Catholic School CSP



# Request

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







**Site Location**

Map showing the site location (highlighted in black) within the City of San Jose. The map includes surrounding streets and zoning districts.

**Streets:** W Meiseño Ave, W Montebello Ave, W Nopal Ave, W Naranja Ave, W Guadalupe Rd, S Patterson St, S Alameda Rd, S Molokai Rd, S Madero Ave, S Mendocino Ave, S Natal Ave, Serrano Ave.

**Zoning Districts:** RS-6, PS, RM-4, LC.

**Site:** Located at the intersection of S Patterson St and S Alameda Rd.

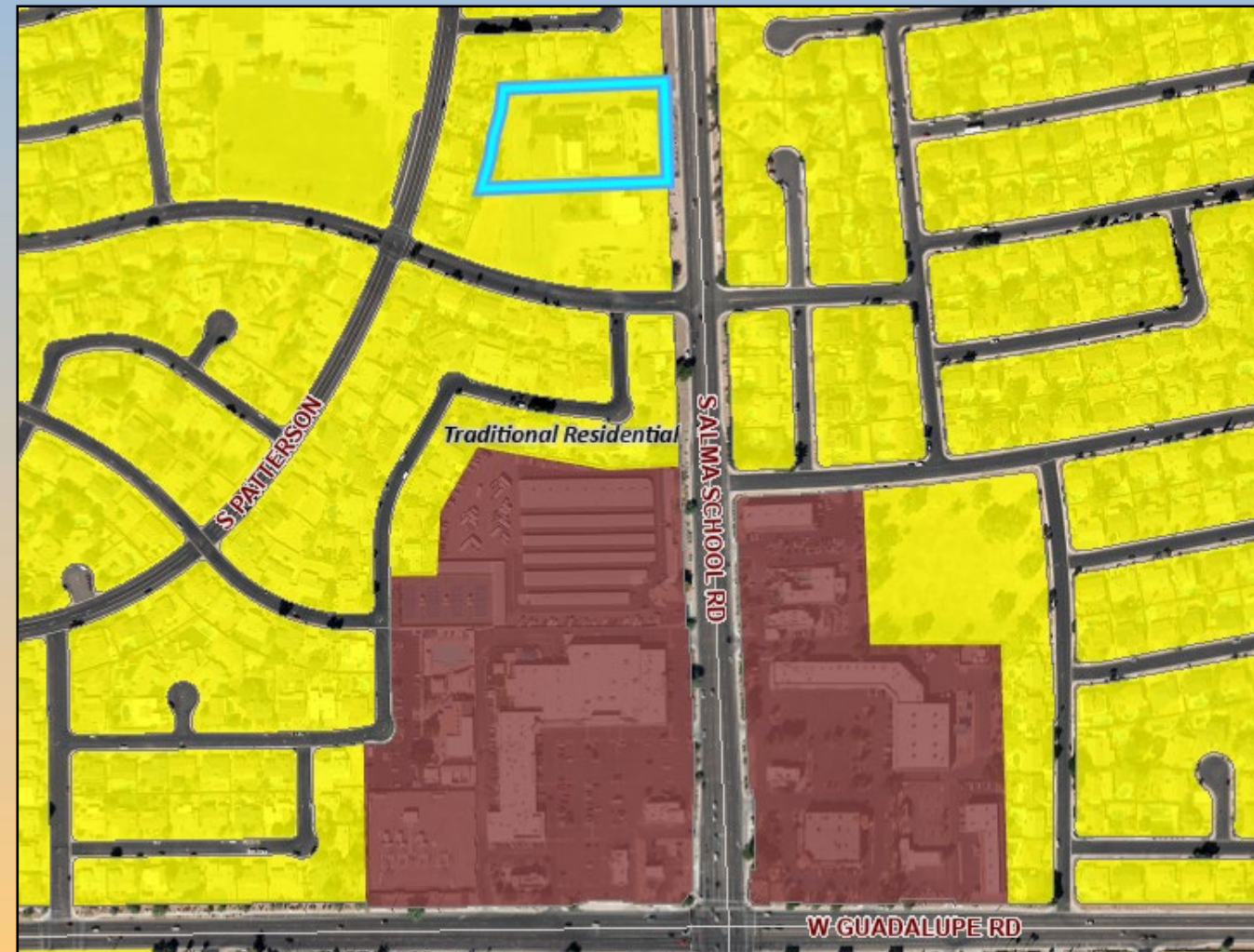




# General Plan

## Traditional Residential – Sustain

- Contains primarily detached single-family homes as well as low-density multi-family developments
- Includes complementary public and semi-public uses such as schools, places of worship, and parks

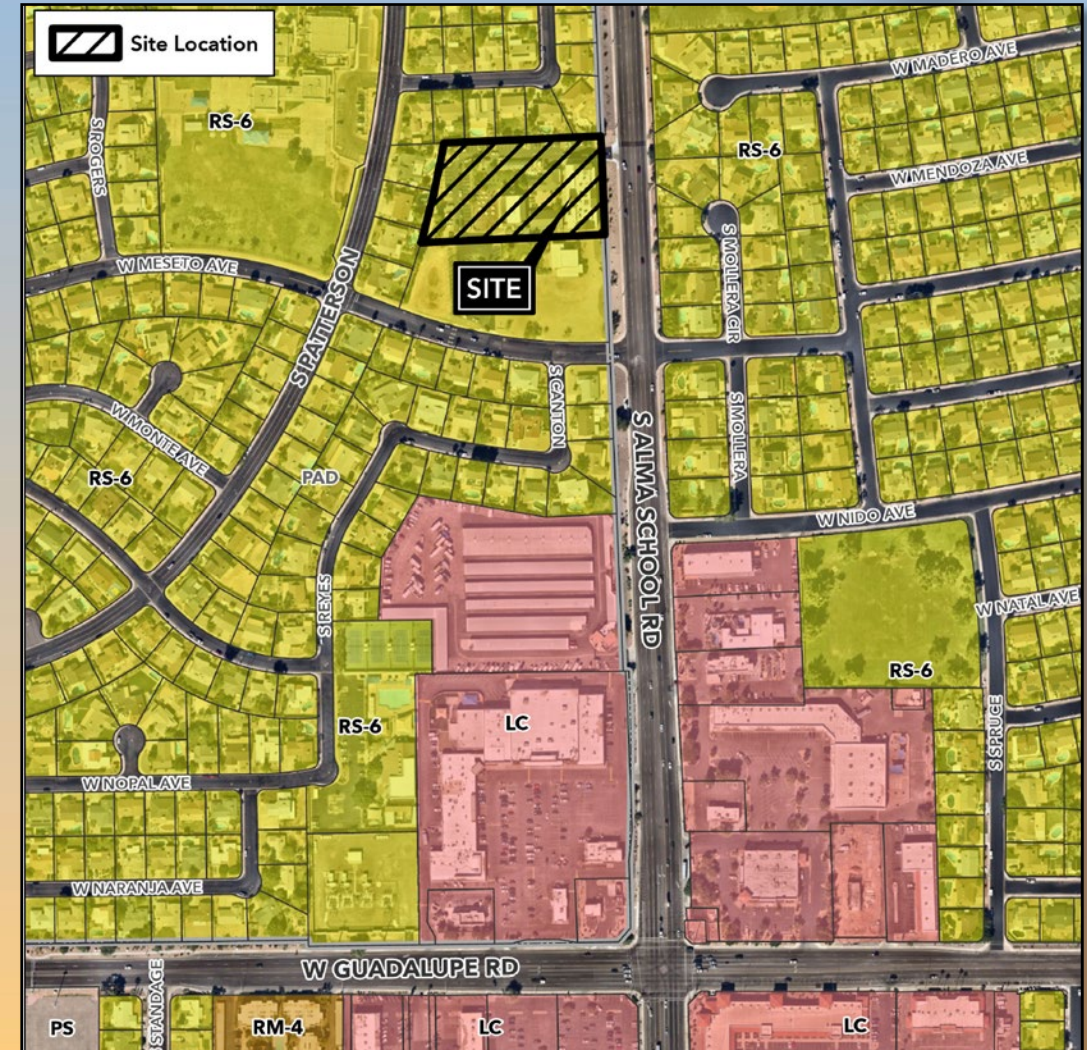






# Zoning

- Single Residence 6 with a Planned Area Development Overlay (RS-6-PAD)
- A private school is permitted in the Single Residence District through the approval of a Council Use Permit (CUP)







# Site Photos



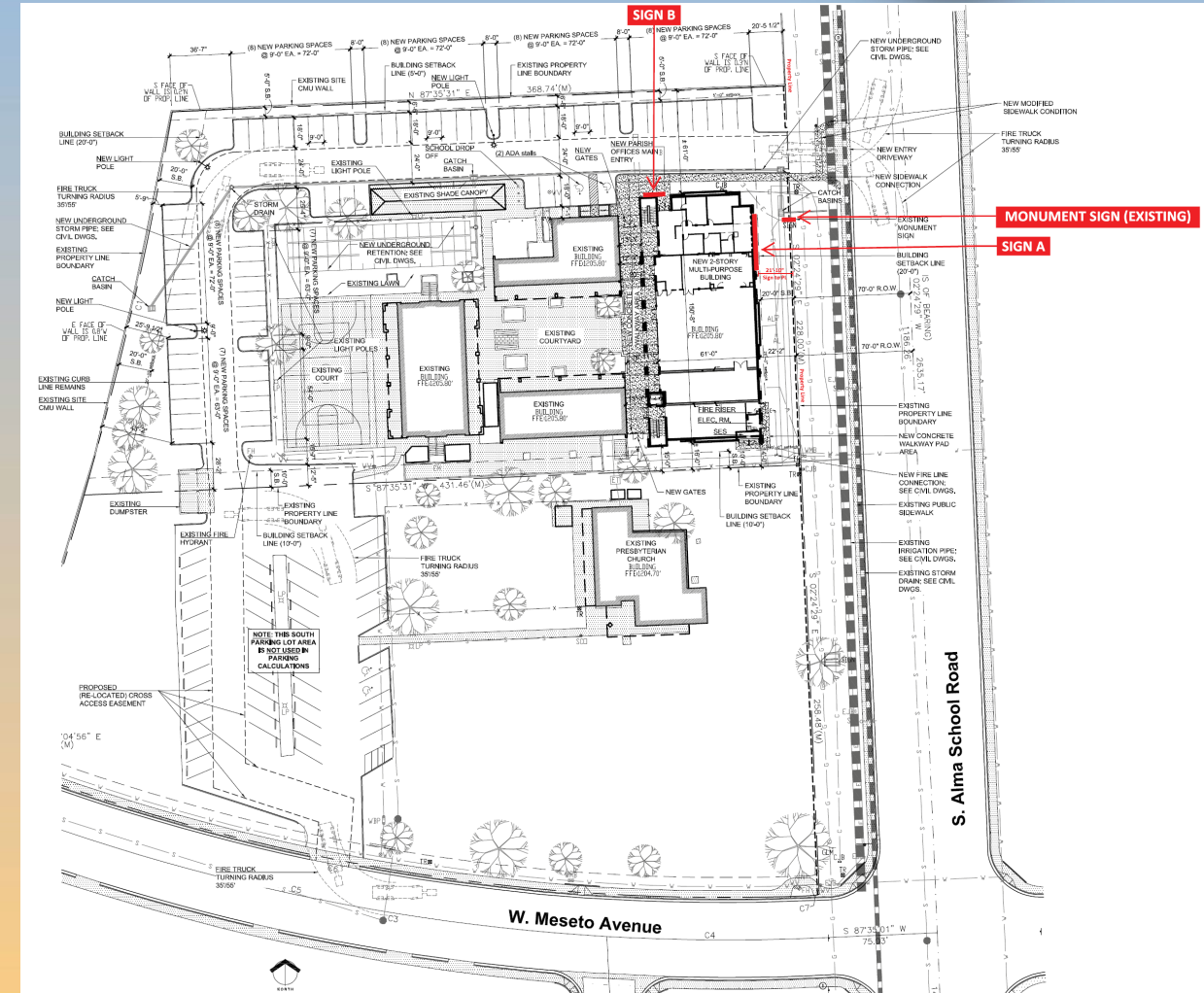
Looking west towards the site from Alma School Road



# Sign Plan

## Proposed:

- A total of three signs
  - Two newly proposed attached signs
  - One existing detached sign
- A maximum sign area of 108 square feet
- Allow an illuminated sign in the Single Residence District







# Sign Plan



ST. TIMOTHY CATHOLIC SCHOOL

ILLUMINATED NIGHT VIEW



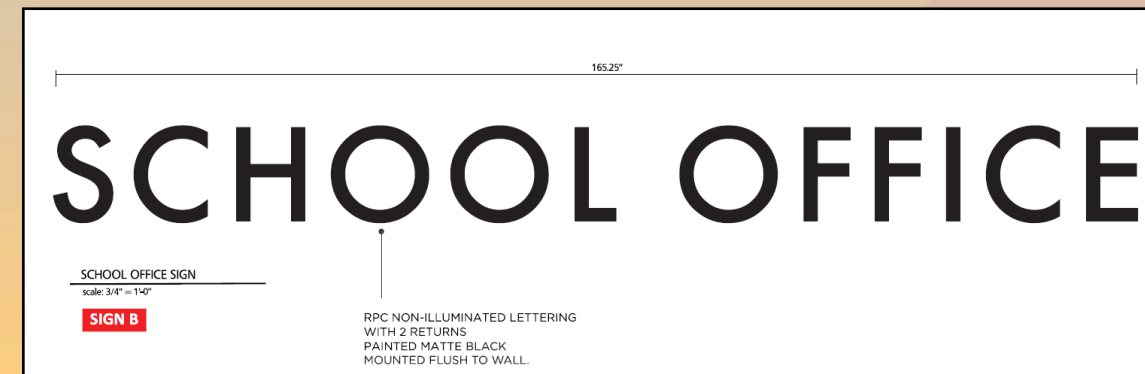
East Elevation



# Sign Plan



North Elevation







# Sign Plan



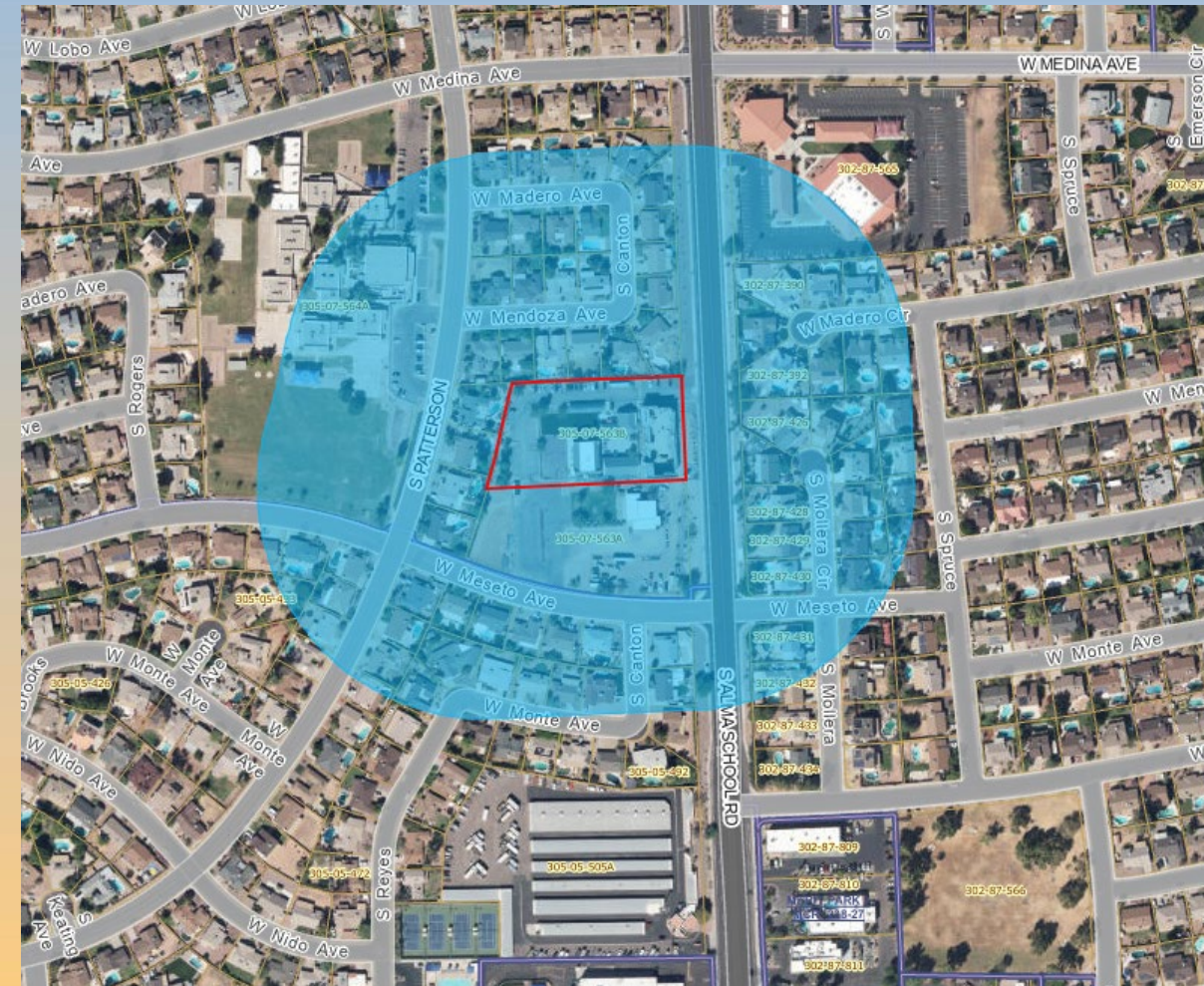
**Existing Detached Sign**





# Citizen Participation

- Notified property owners within 500 feet
- No comments received from neighboring property owners







# 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) Special Use Permit 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 2050 Mesa 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***



# BOA25-00840





# Request

- Variance Extension for BOA23-00738 - November 1, 2025, to March 5, 2027
  - November 1, 2023, original approval date of the variances (Case No. BOA23-00738)
  - October 12, 2024, Administrative extension approved (Case No. ADM24-00840)

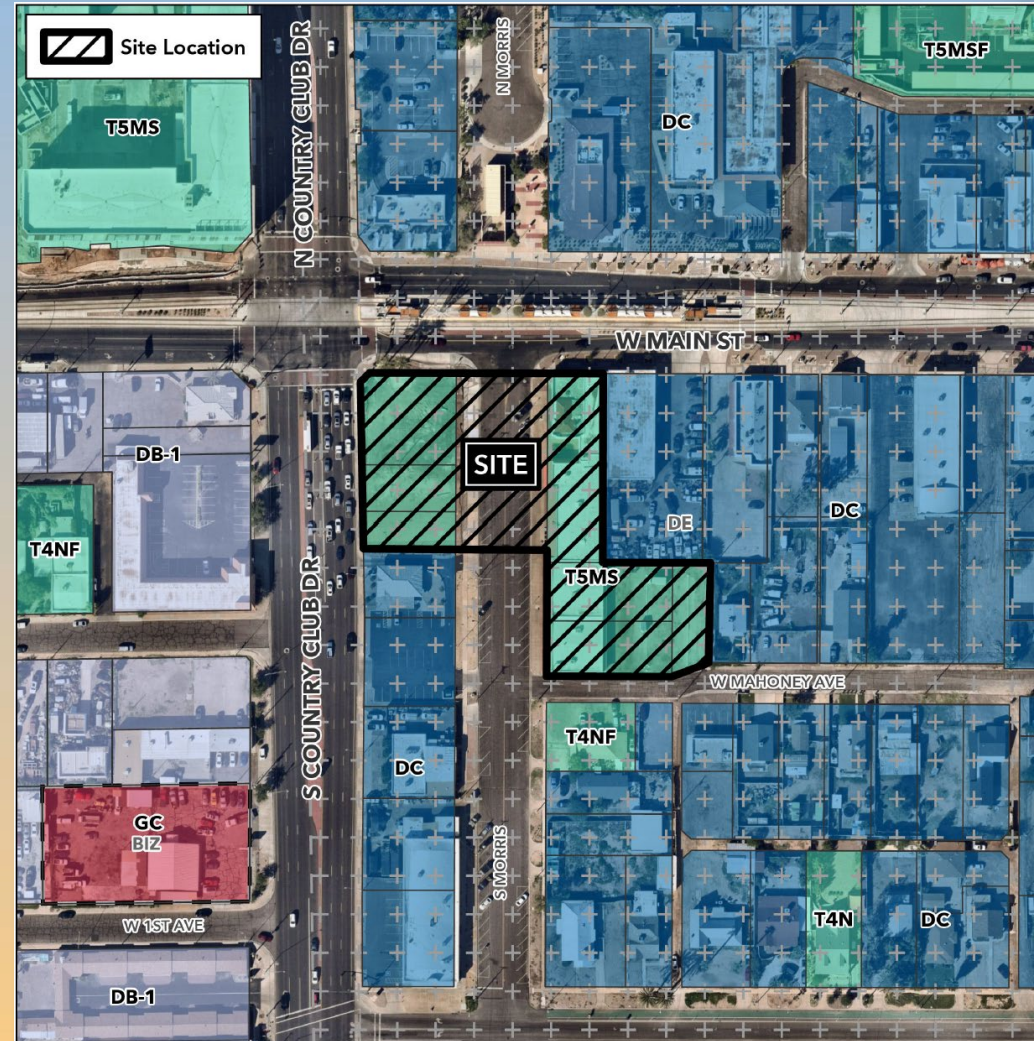






# Location

- East of Country Club
- South of Main Street
- Both sides of Morris
- North of Mahoney







# Findings

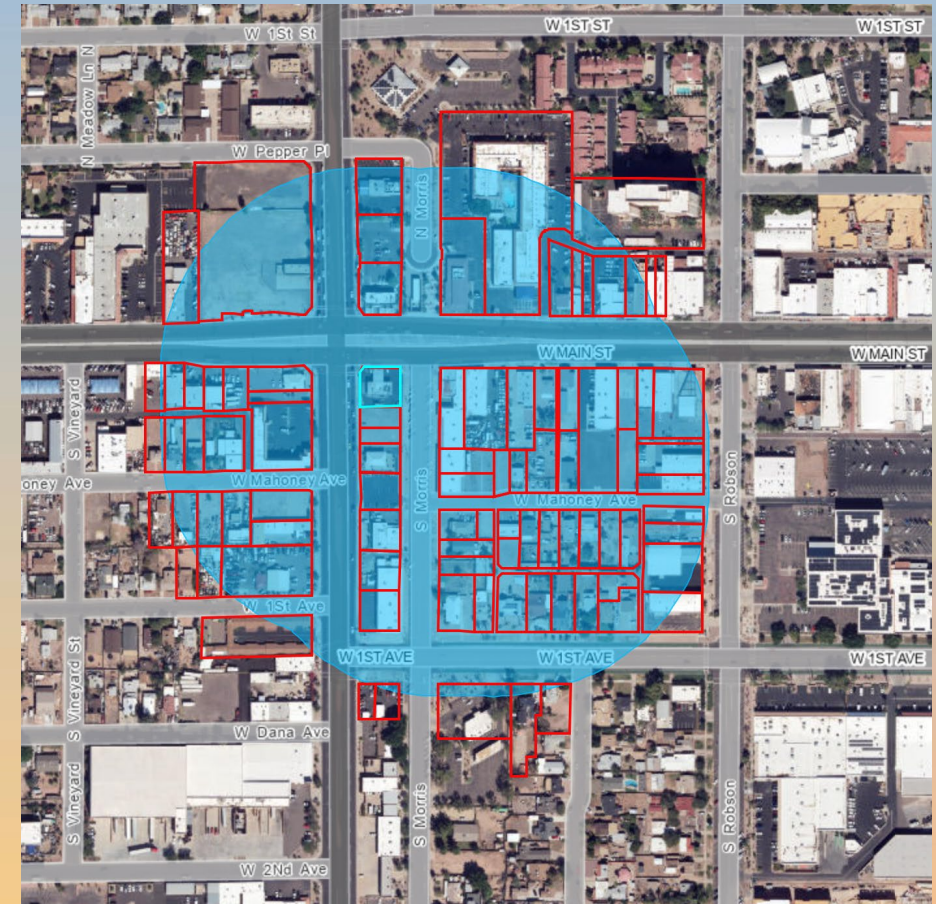
- ✓ Complies with the 2050 Mesa General Plan
- ✓ Meets required findings for a Variance in Section 11-80-3 of the MZO
- ✓ Complies with Section 11-67-9(B) of the MZO for extensions

*Staff recommends Approval with Conditions*



# Citizen Participation

- Notified property owners within 500 feet
- No emails or phone calls







# Board of Adjustment

## BOA25-00840



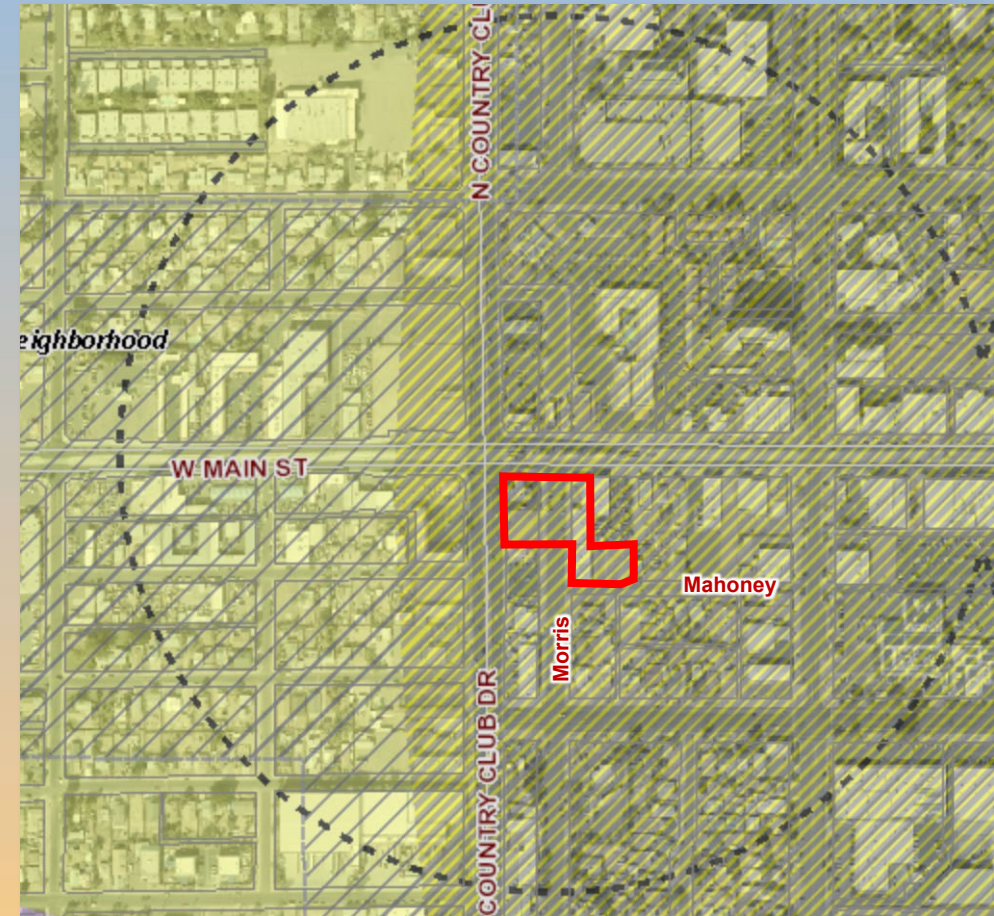
# General Plan

## Downtown with Transit District overlay of Corridor Station Area

- Pedestrian oriented, people friendly
- Lots of activity; housing, employment, shopping, entertainment and events

## Central Main Street Area Plan – Urban Gateway Planning Area

- Announce entrance into Downtown Mesa

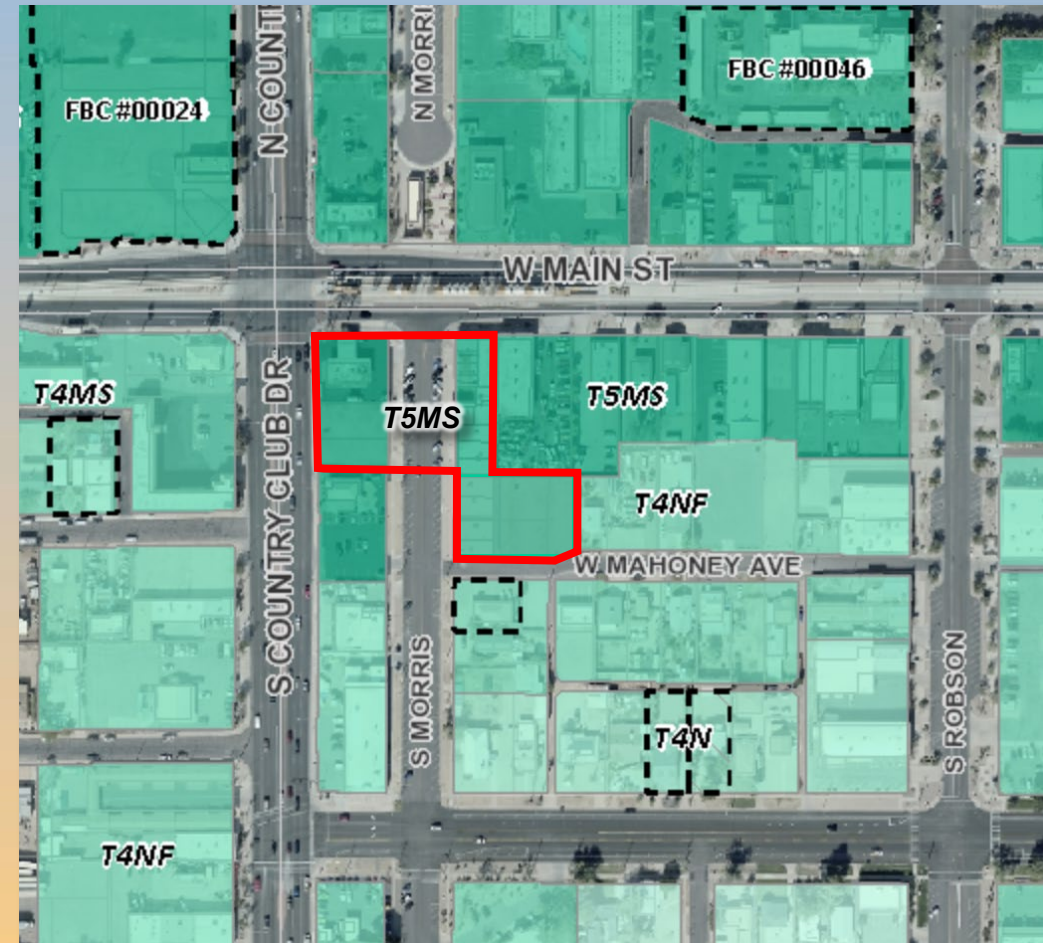






# Zoning

- Transect 5 Main Street (T5MS)
- T5MS Building Form
- Mid-Rise Building Form
- Shopfront, Gallery & Terrace  
Private Frontage Types







# Site Photos



Looking south down east side of Morris



Looking south down east side Country Club Drive





# Site Photo



Looking north from Morris





# Site Photo



Looking east from Morris





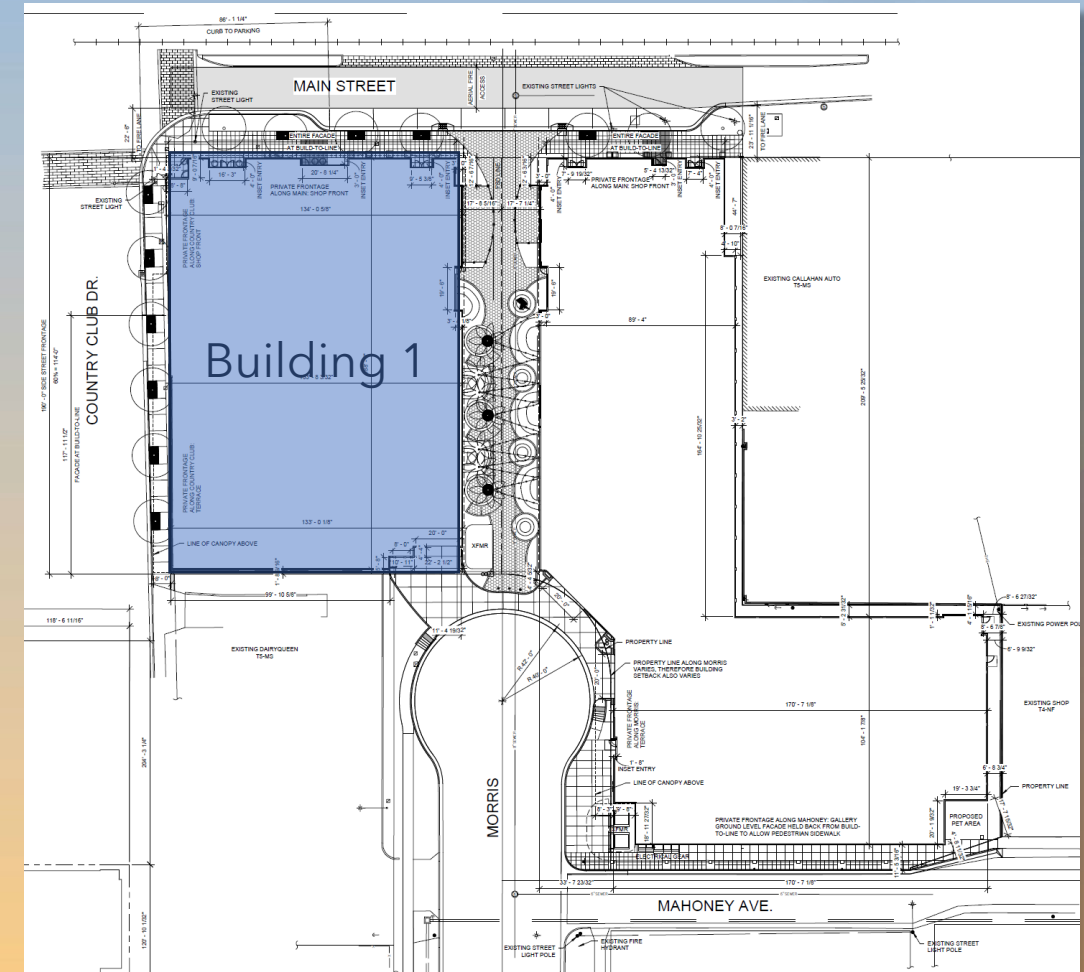
# Site Photo



Looking north from Mahoney Avenue



- Building 1: 6-story, with ground floor commercial and parking structure (41 spaces) and 5 floors residential units (157 units)

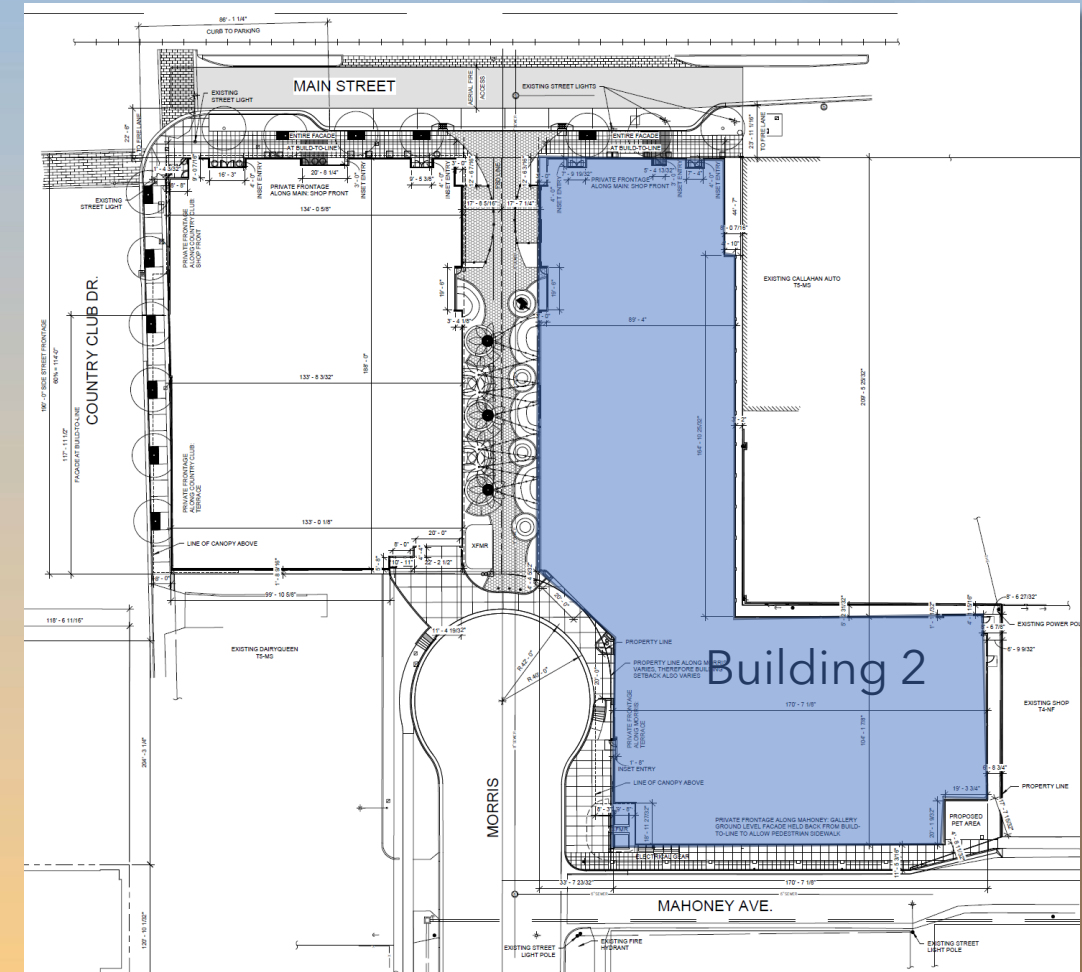






# Site Plan

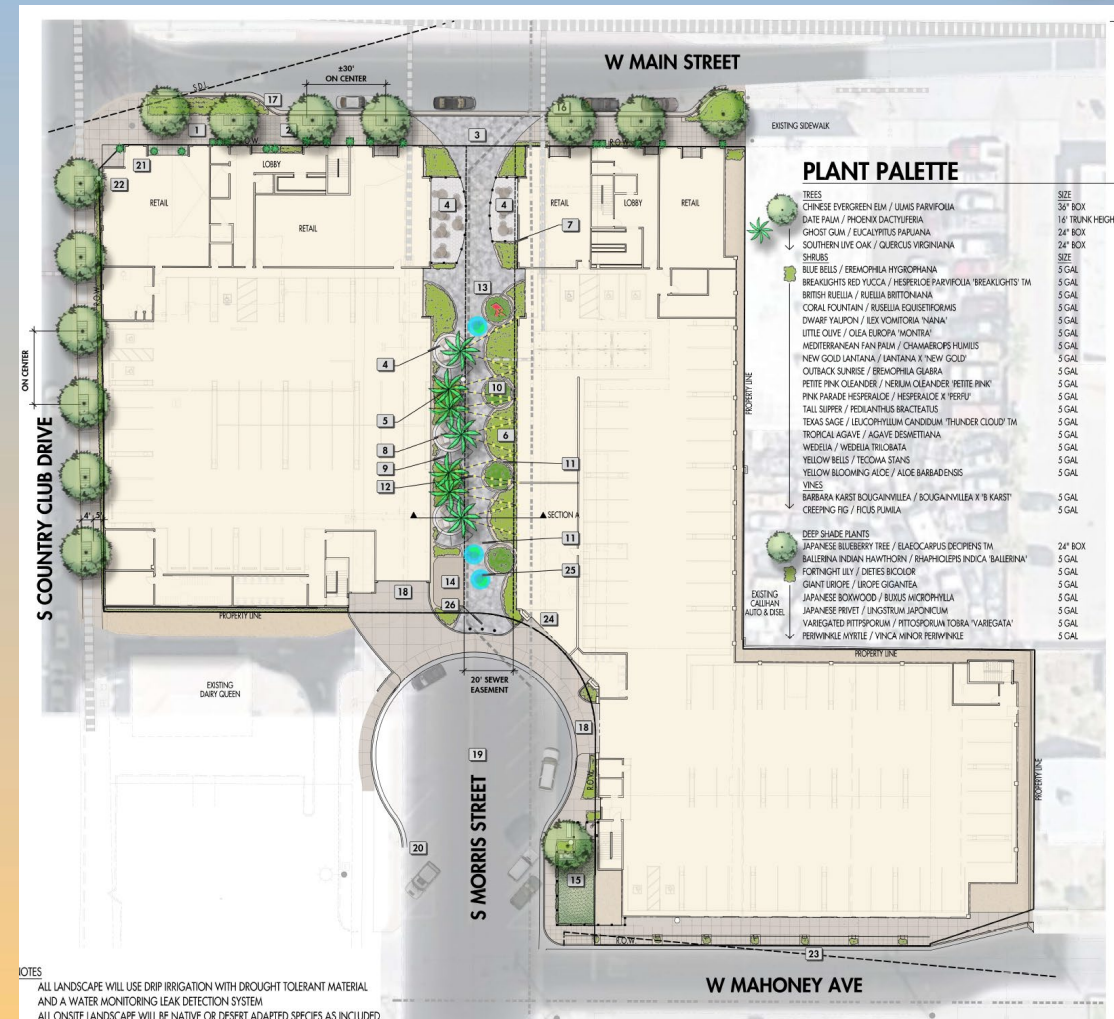
- Building 2: 8-story, with ground floor commercial and parking structure, 2 floors of residential units and structure parking and 5 floors of residential units
- Total of 211 structured parking spaces
- Total of 266 residential units





# Landscape Plan

PLANT PALETTE		
TREES	CHINESE EVERGREEN ELM / ULMUS PARVIFOLIA	36" BOX
	DATE PALM / PHOENIX DACTYLOFERA	16' TRUNK HEIGHT
	GHOST GUM / EUCALYPTUS PAPUANA	24" BOX
	SOUTHERN LIVE OAK / QUERCUS VIRGINIANA	24" BOX
	SHRUBS	
	BLUE BELLS / EREMOPHILA HYGROPHANA	5 GAL
	BREAKLIGHTS RED YUCCA / HESPERLOE PARVIFOLIA 'BREAKLIGHTS' TM	5 GAL
	BRITISH RUELLIA / RUELLIA BRITTONIANA	5 GAL
	CORAL FOUNTAIN / RUELLIA EQUESTIFORMIS	5 GAL
	DWARF YAUPON / ILEX VOMITORIA 'NANA'	5 GAL
SHRUBS	LITTLE OLIVE / OLEA EUROPA 'MONTRA'	5 GAL
	MEDITERRANEAN FAN PALM / CHAMAEROPS HUMILIS	5 GAL
	NEW GOLD LANTANA / LANTANA X 'NEW GOLD'	5 GAL
	OUTBACK SUNRISE / EREMOPHILA GLABRA	5 GAL
	PETITE PINK OLEANDER / NERIUM OLEANDER 'PETITE PINK'	5 GAL
	PINK PARADE HESPERALOE / HESPERALOE X 'PERFU'	5 GAL
	TALL SUPPER / PEDILANTHUS BRACTEATUS	5 GAL
	TEXAS SAGE / LEUCOPHYLLUM CANDIDUM 'THUNDER CLOUD' TM	5 GAL
	TROPICAL AGAVE / AGAVE DESMETTIANA	5 GAL
	WEDELIA / WEDELIA TRILOBATA	5 GAL
VINES	YELLOW BELLS / TECOMA STANS	5 GAL
	YELLOW BLOOMING ALOE / ALOE BARBADENSIS	5 GAL
	VINES	
	BARBARA KARST BOUGAINVILLEA / BOUGAINVILLEA X 'B KARST'	5 GAL
	CREeping FIG / FICUS PUMILA	5 GAL
	DEEP SHADE PLANTS	
	JAPANESE BLUEBERRY TREE / ELAEOCARPUS DECIPENS TM	24" BOX
	BALLERINA INDIAN HAWTHORN / RHAPHIOLEPIS INDICA 'BALLERINA'	5 GAL
	FORTNIGHT LILY / DIETIES BICOLOR	5 GAL
	GIANT UROPE / UROPE GIGANTEA	5 GAL
EXISTING CALLIHAN AUTO & DIESEL	JAPANESE BOXWOOD / BUXUS MICROPHYLLA	5 GAL
	JAPANESE PRIVET / LINGSTRUM JAPONICUM	5 GAL
	VARIEGATED PITTPSPORUM / PITTPSPORUM TOBRA 'VARIEGATA'	5 GAL
	PERIWINKLE MYRTLE / VINCA MINOR PERIWINKLE	5 GAL

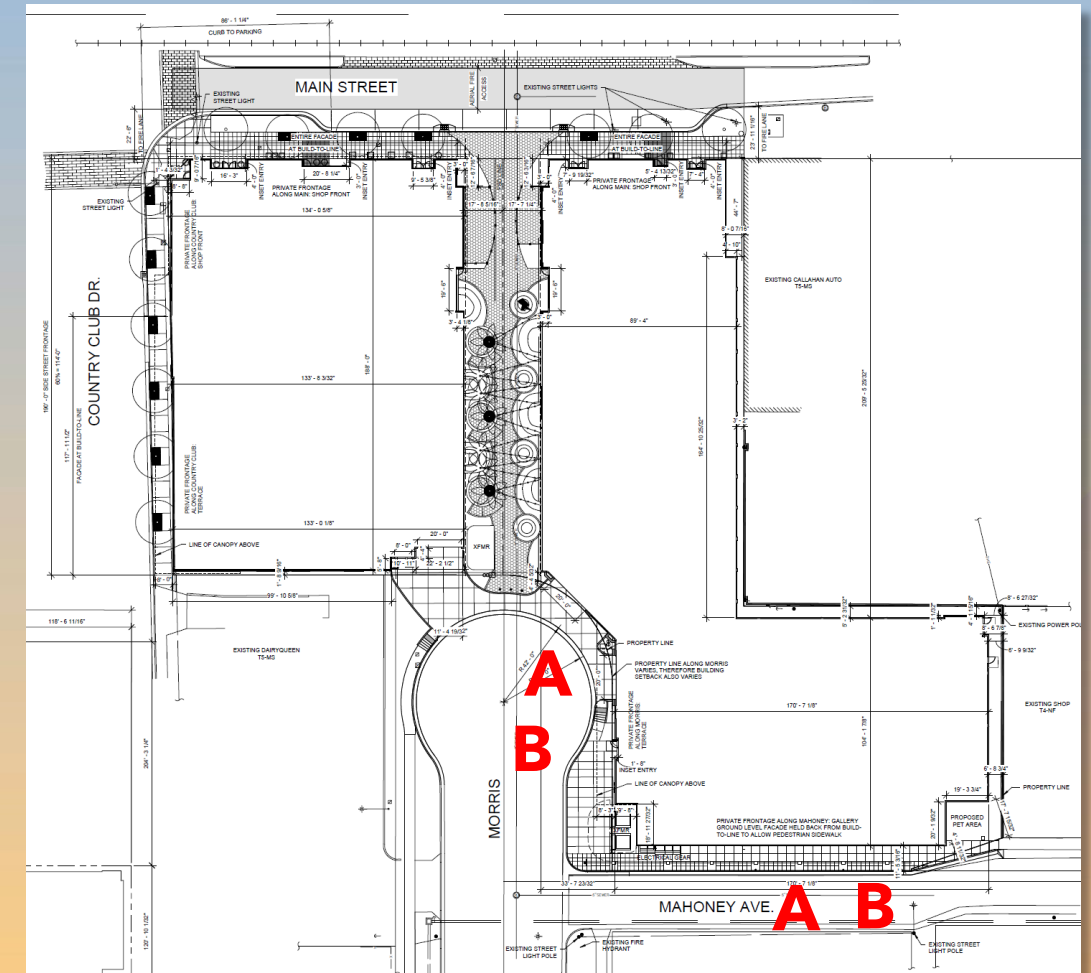






# Request Variances

- Build-To Lines Distance from Property Line/ROW, Side Street (**A**):  
Morris and Mahoney (**A**)
- Build-To Lines Defined by a Building, Property Line/ROW, Side Street (**B**):  
Mahoney, Building 2  
Morris, Building 2





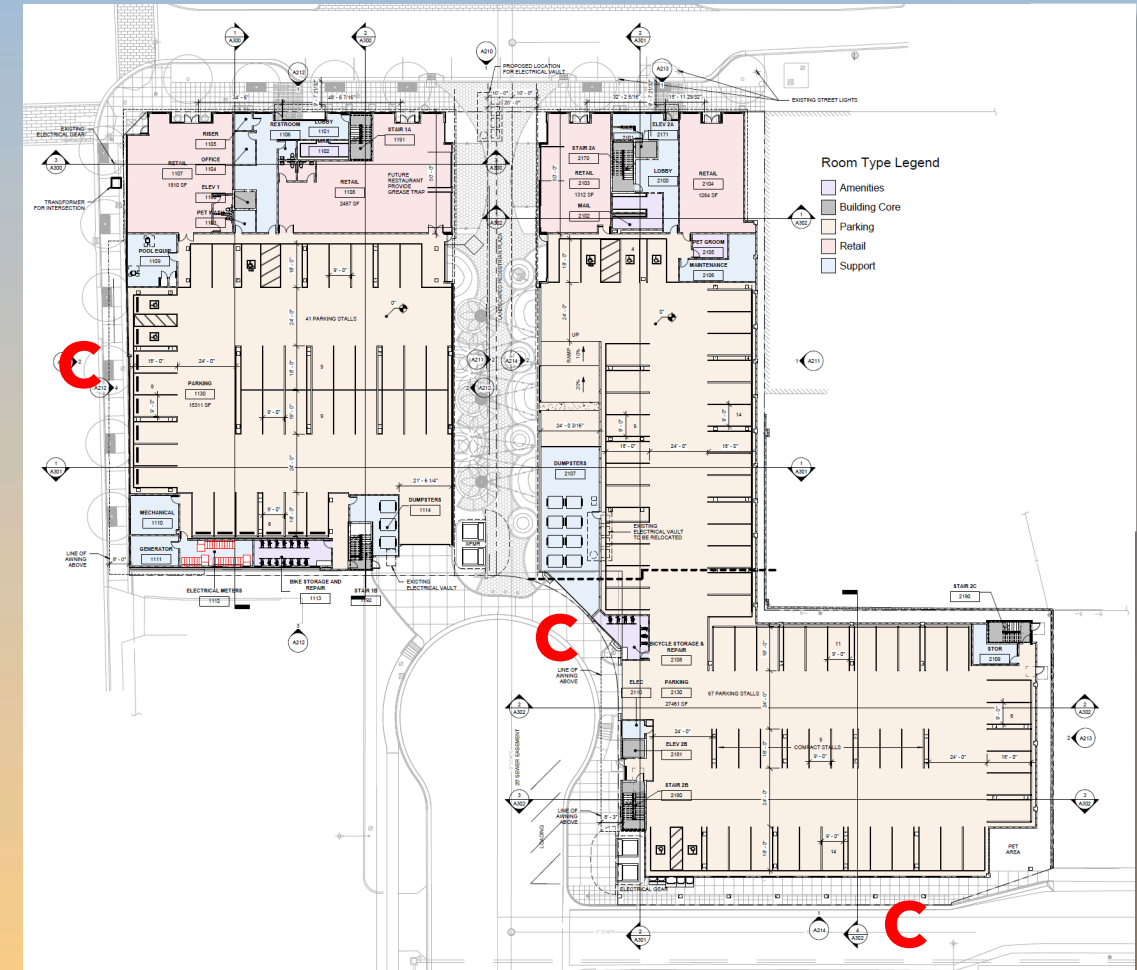
# Request Variances

- Parking Location (Distance from Property Line/ROW), Side Street Setback, Ground Floor (**C**):

Country Club Drive = 0 feet

Morris = 0 feet

Mahoney = 0 feet





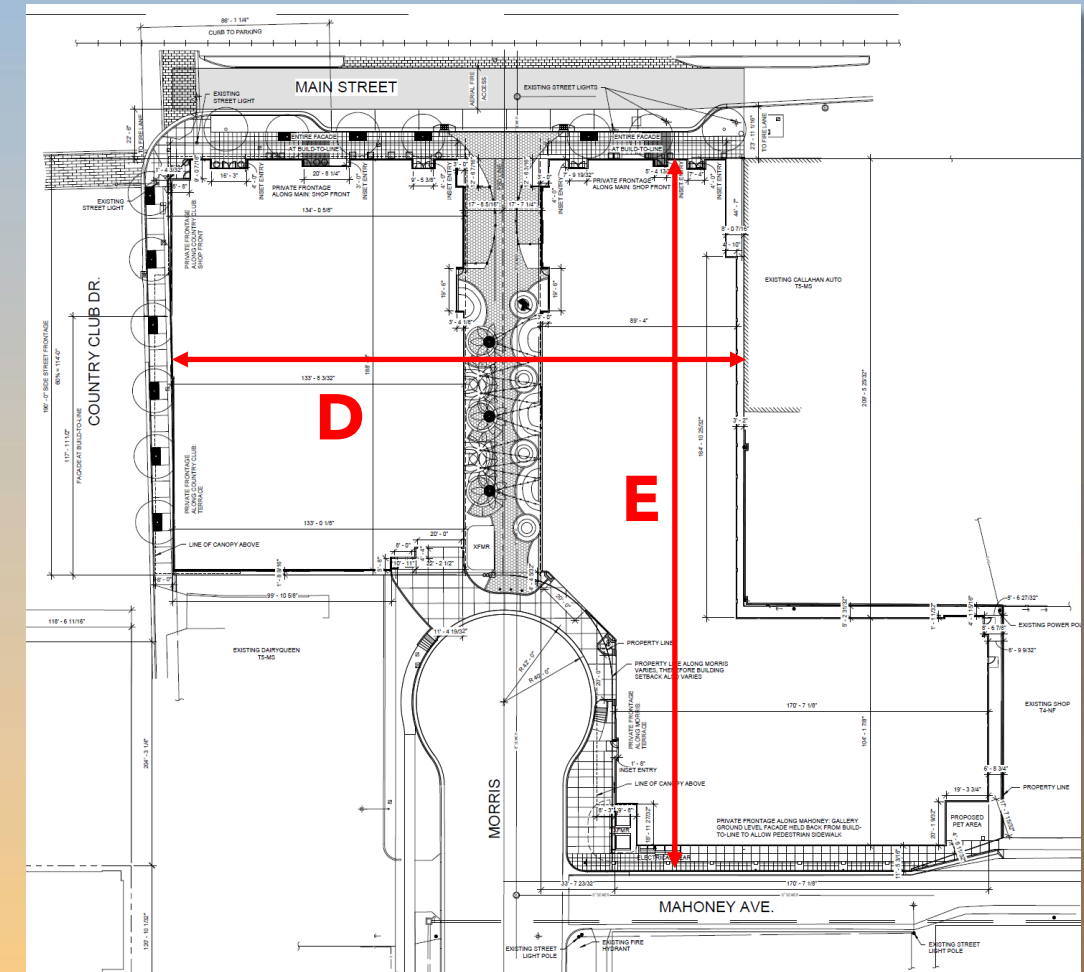


# Request Variances

- Lot Size:

Width (**D**): 100 feet minimum: 200 feet maximum, proposing 381 feet, 2 inches maximum

Depth (**E**): 100 feet minimum: 150 feet maximum, proposing 325 feet 1-5/8 inches, maximum





# Request Variances

- Footprint, Depth,

Floor 1-2:

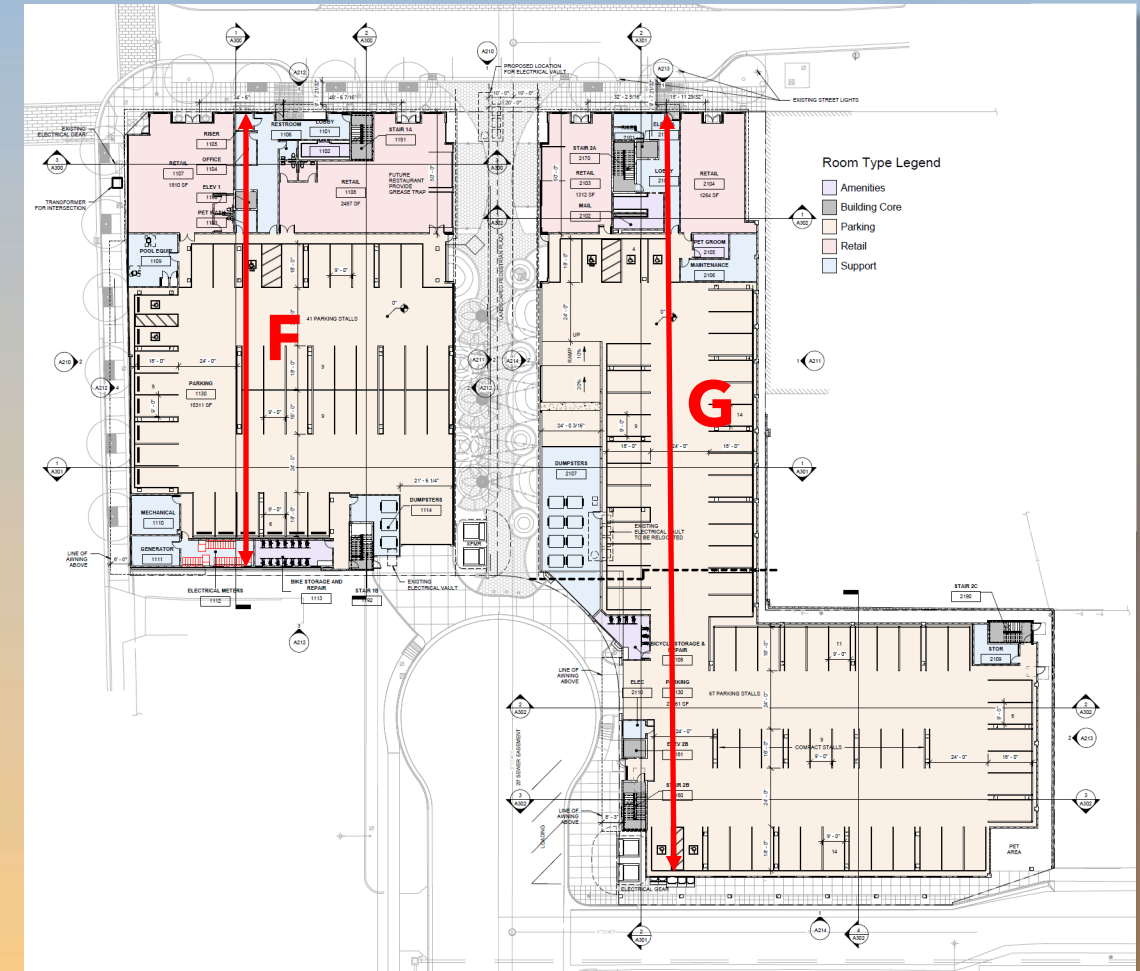
Building 1: 188 feet (**F**)

Building 2: 313 Feet, 7-21/32 inches (**G**)

Floors 3+:

Building 1: 188 feet (**F**):

Building 2: 313 feet, 7-21/32 inches (**G**):

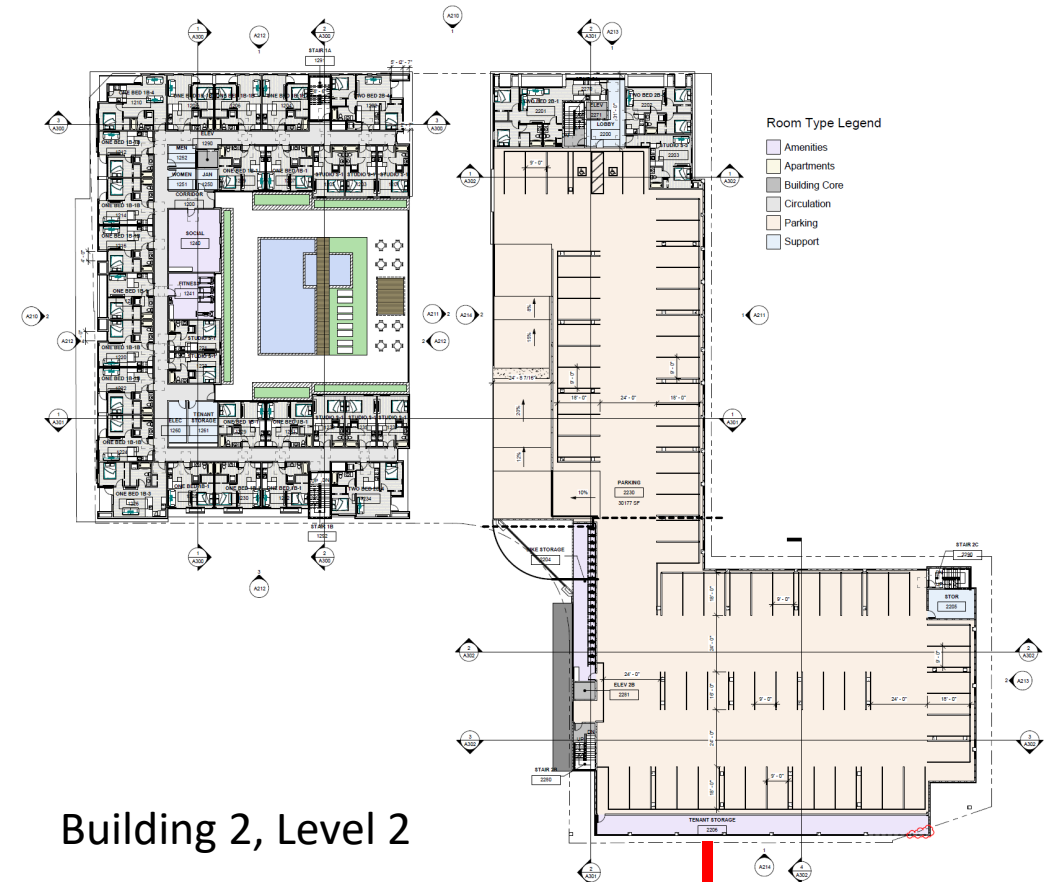






# Request Variances

- Footprint: The floor plate of any floor may not be larger than the floor below.
- Building 2: The floor plate of Levels 2, 3, and 4 is larger than the ground floor level. (I)





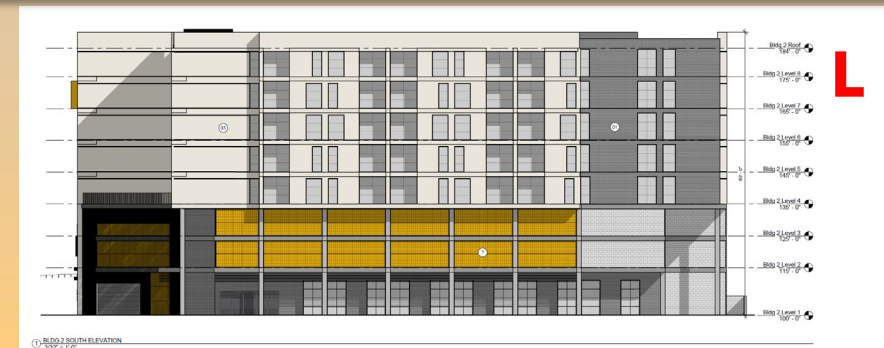
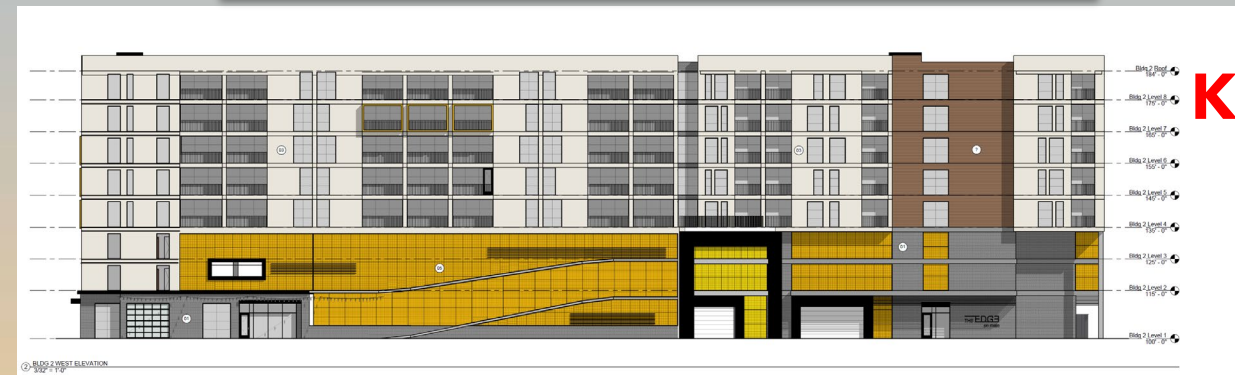
# Request Variances

- Mid-rise Building in T5MS,  
Front/Side Street Setback:

Floor 6+  
Country Club Drive (**J**)

Morris, Building 2 (**K**)

Mahoney, Building 2 (**L**)







# Request Variances

- Mid-rise Building in T5MS,  
Side/Rear Setback:

Abutting T6/T5:

Floors 6-8, Building 2 (**M**)

Abutting T4:

Floors 1-5, Building 2(**N**)

Floors 6-8, Building 2(**O**)

Abutting T4

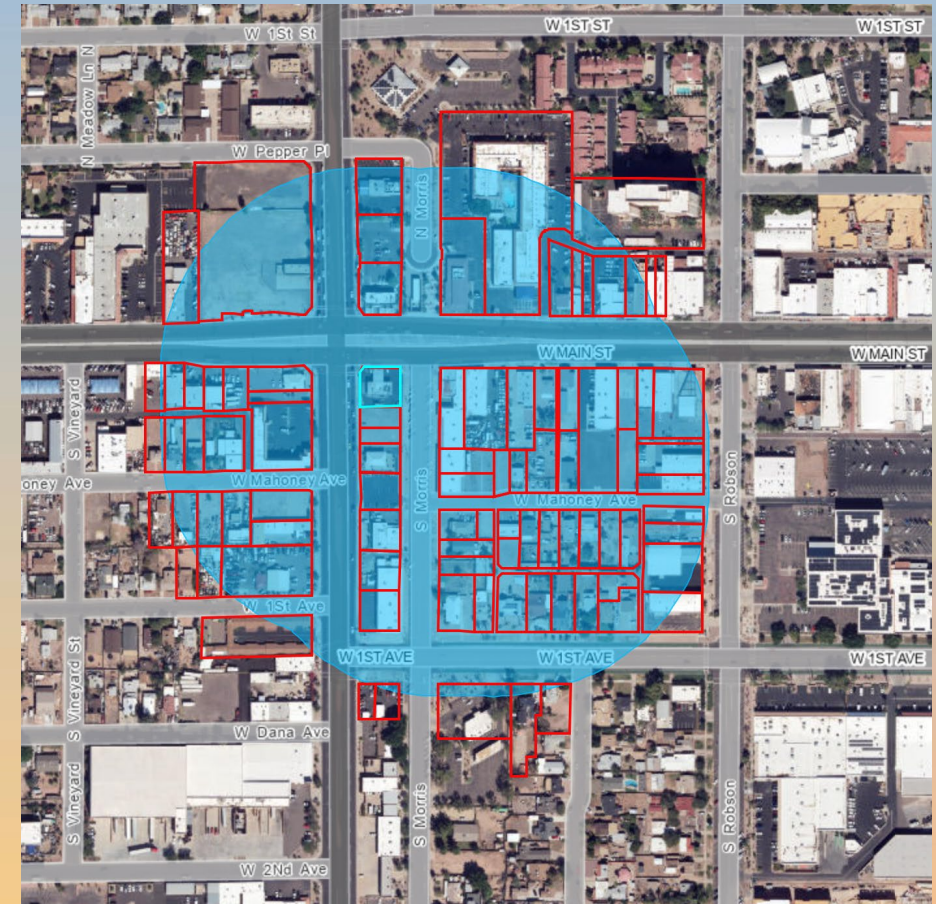
Abutting T5





# Citizen Participation

- Notified property owners within 500 feet
- No emails or phone calls







# 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*