

# 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 Tredler

(\*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 Tredler 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.

City of Mesa - Board of Adjustment – December 3, 2025 - Study Session Minutes

**\*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

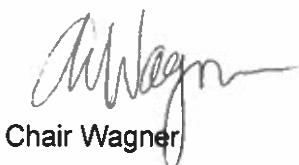
NAYS – None

ABSENT – Tredler

ABSTAINED – None

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

Respectfully submitted,



Chair Wagner



# BOA25-00718

# Circle K Burrito Express CSP

Kwasi Abebrese, Planner II

December 3, 2025



# Request

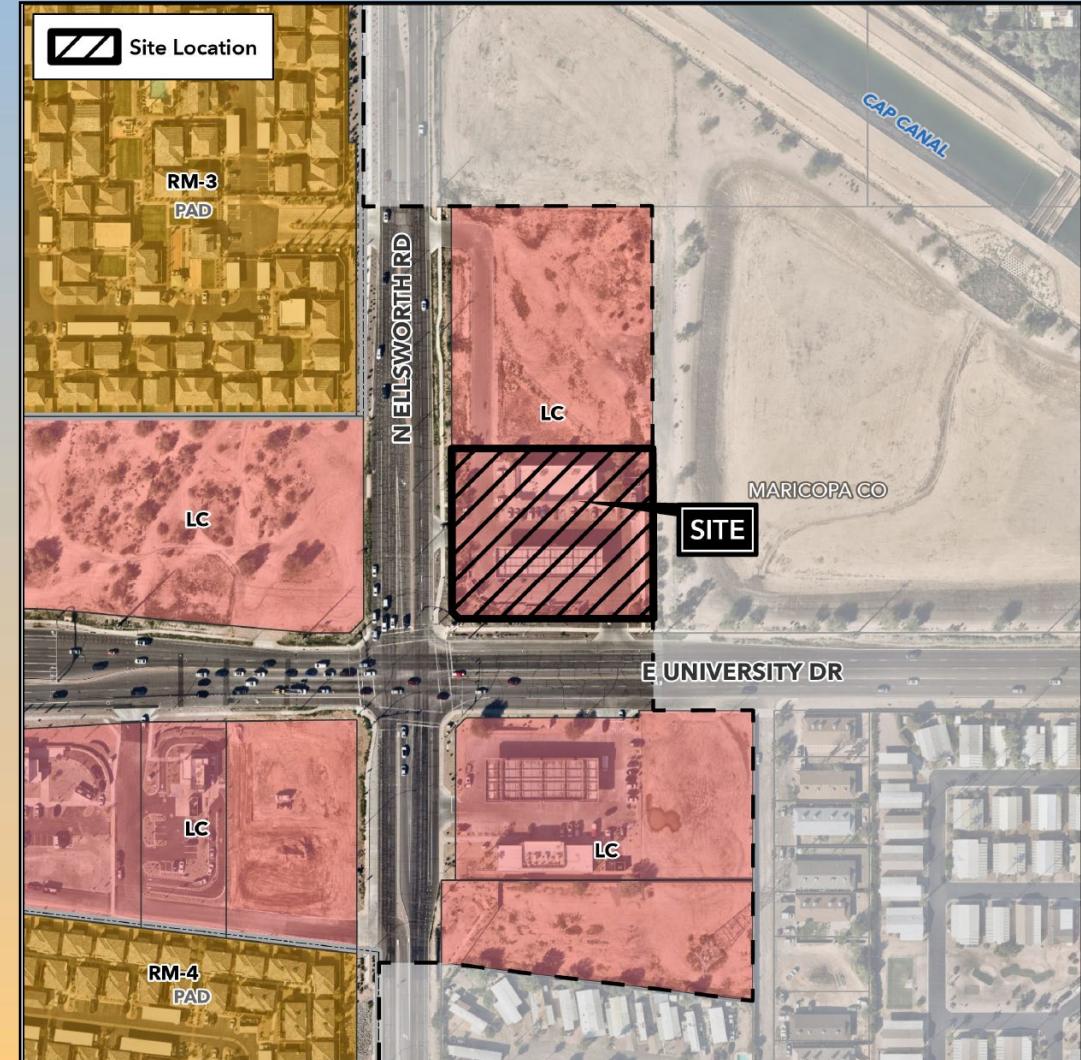
- Special Use Permit (SUP)  
for a Comprehensive Sign  
Plan (CSP)





# Location

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

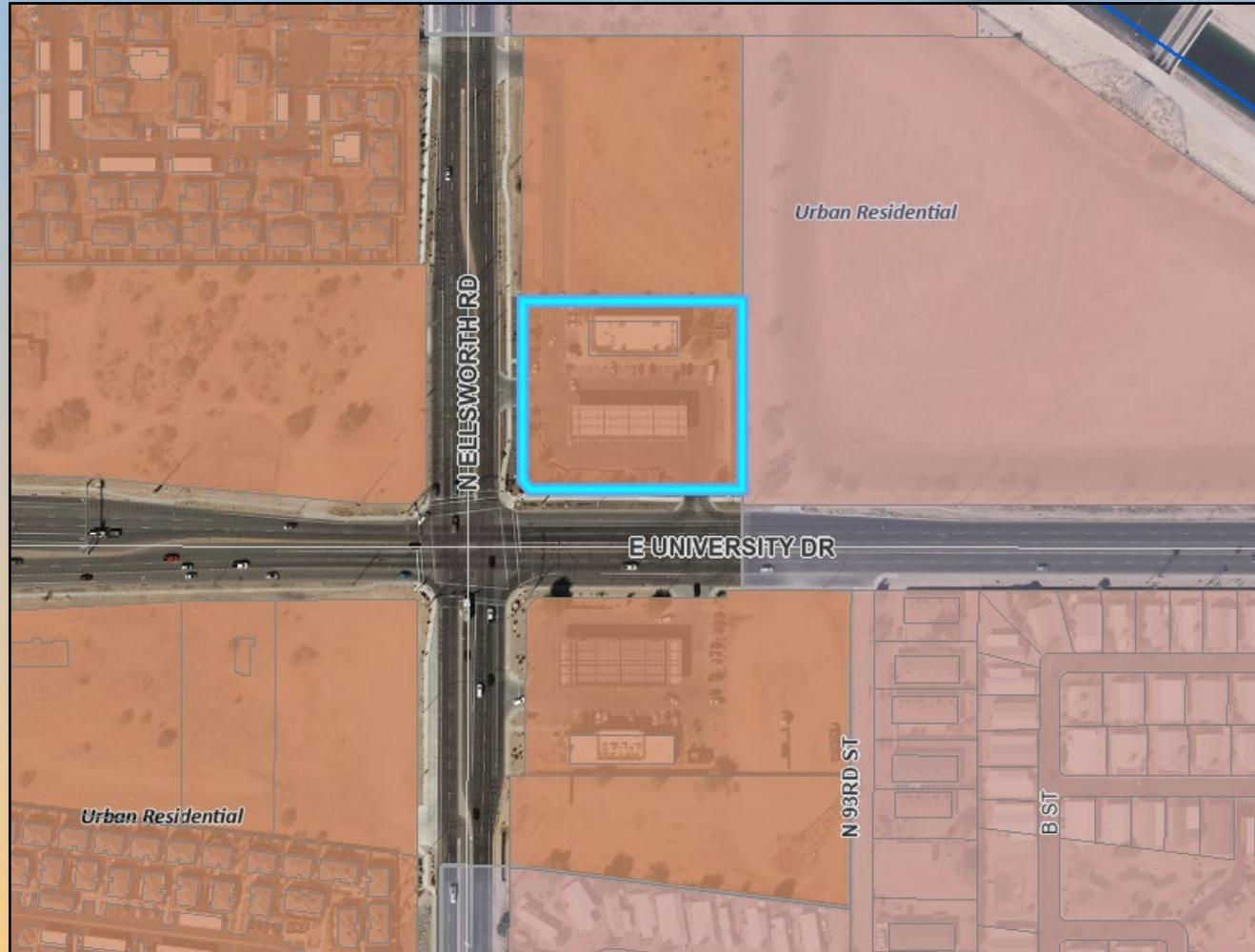




# General Plan

## Urban Residential – Evolve

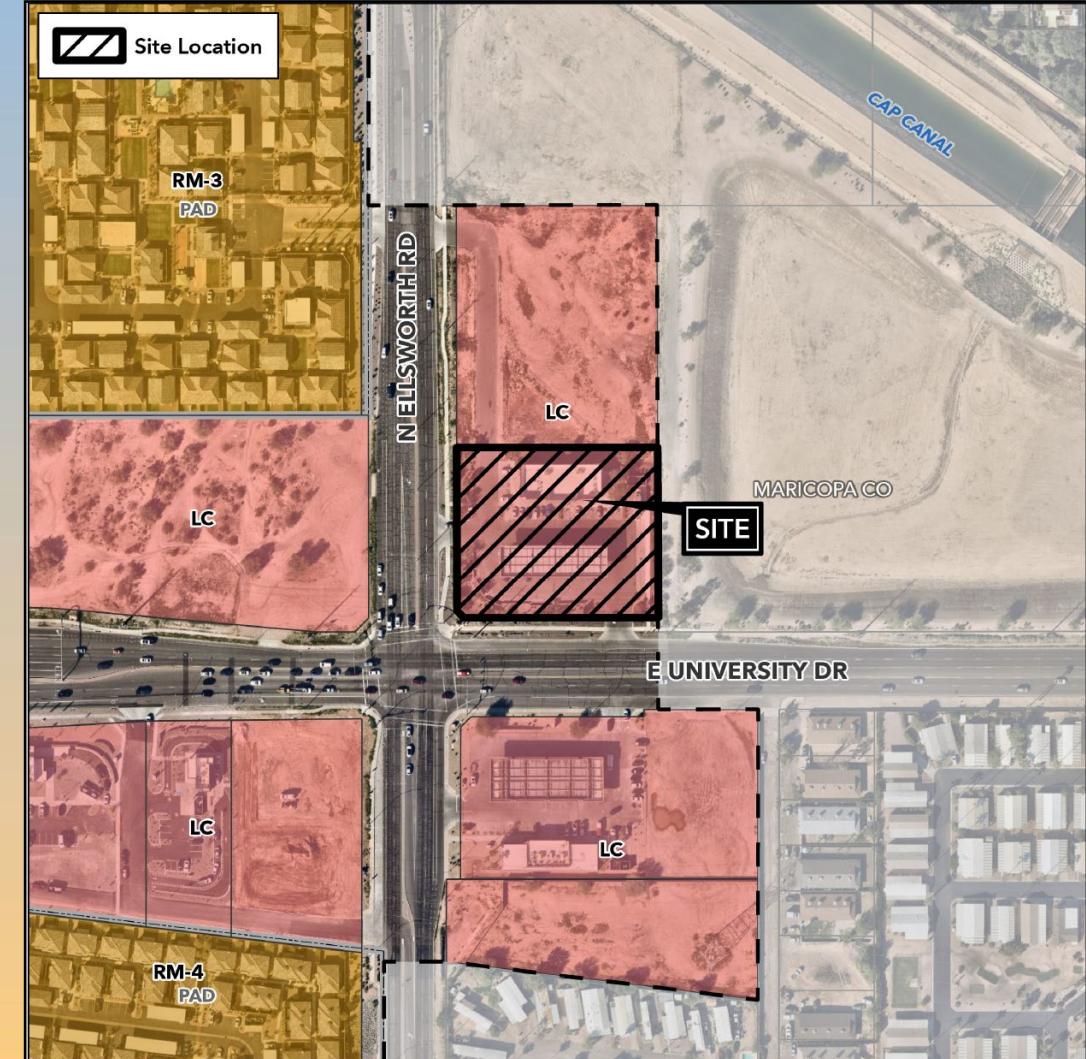
- Contains a diverse mixture of uses where commercial, residential, as well as public and semi-public uses coexist





# 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



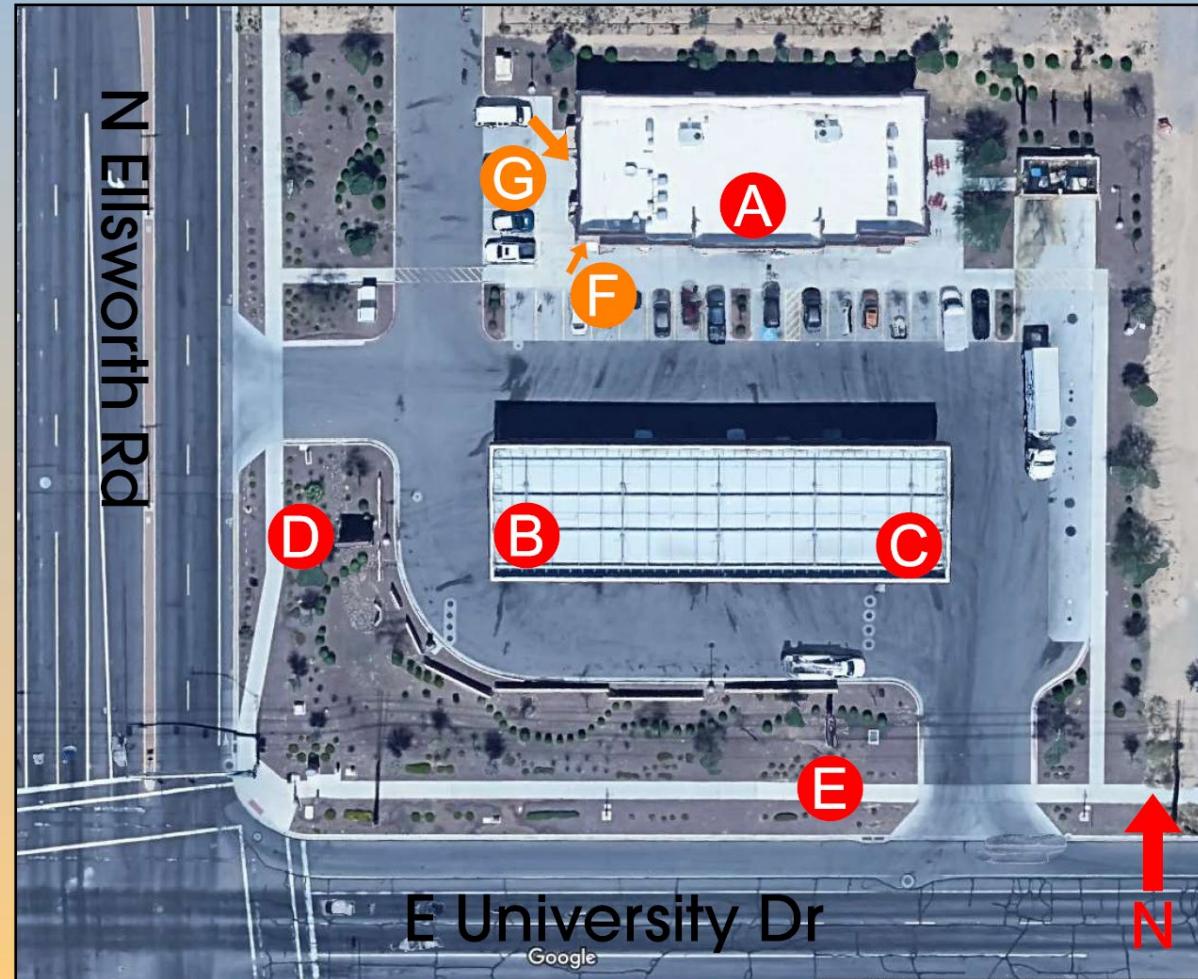
Looking east towards the site from Ellsworth Road



# 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



Burrito Express  
Round Logo  
 $3.41'' \times 3.14 = 10.74\text{sq.ft.}$



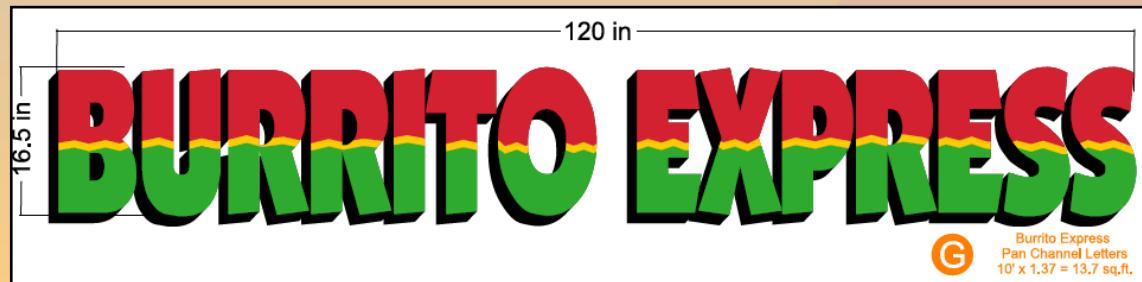
South Elevation



# Sign Plan



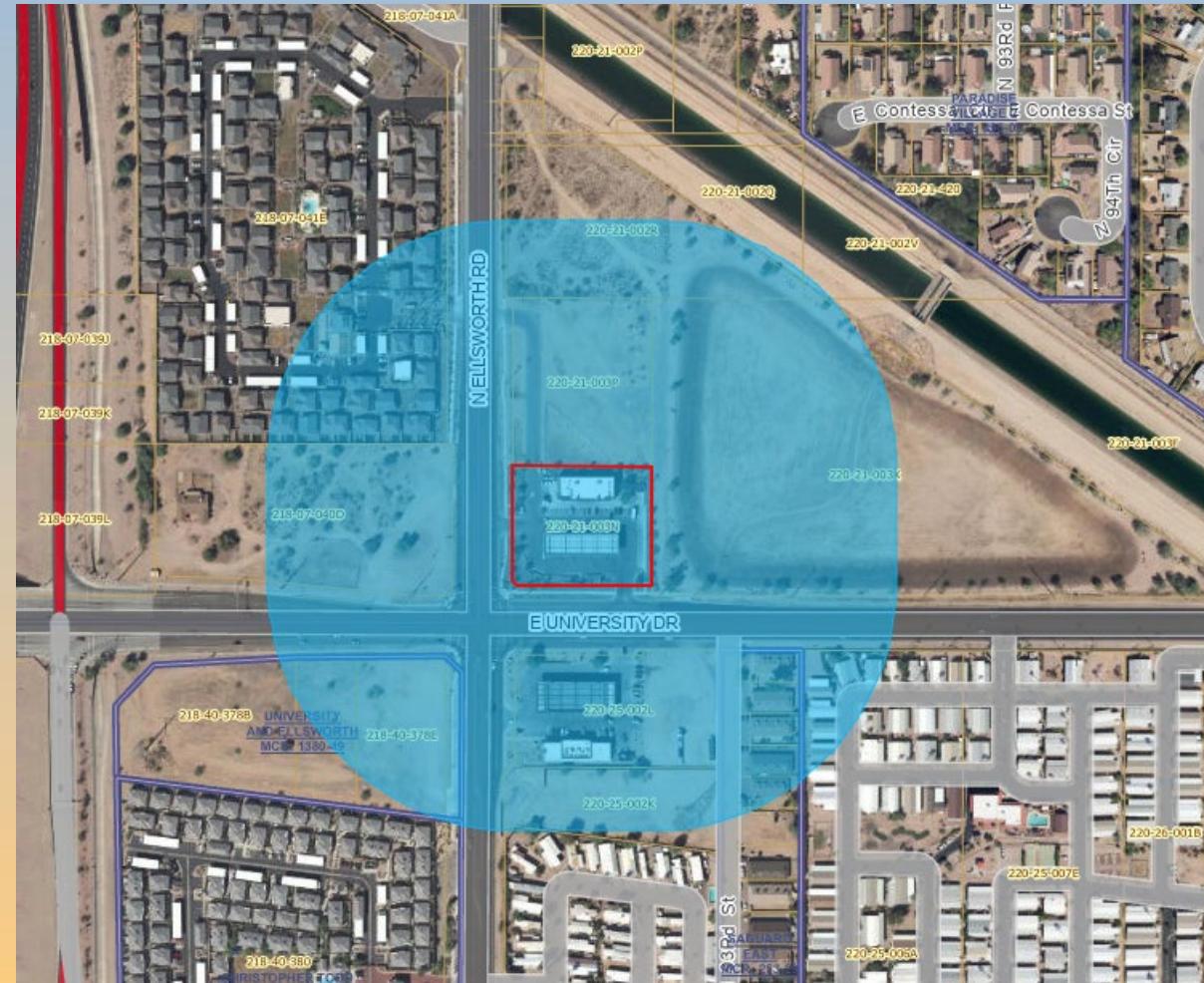
West Elevation





# 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

Kwasi Abebrese, Planner II

December 3, 2025



# Request

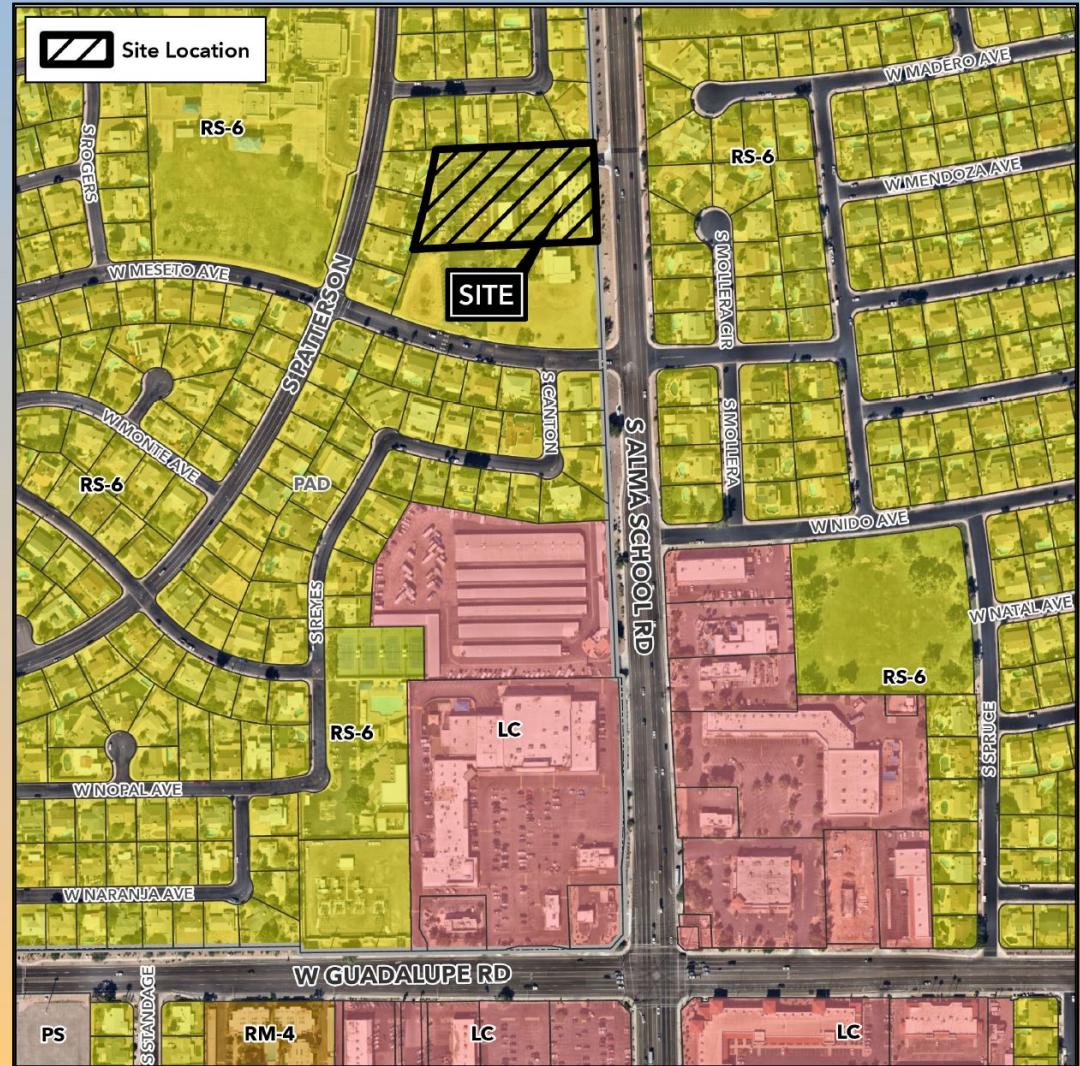
- Special Use Permit (SUP)  
for a Comprehensive Sign  
Plan (CSP)





# Location

- 2520 South Alma School Road
- North of Guadalupe Road
- West of Alma School Road





# General Plan

## Traditional Residential – Sustain

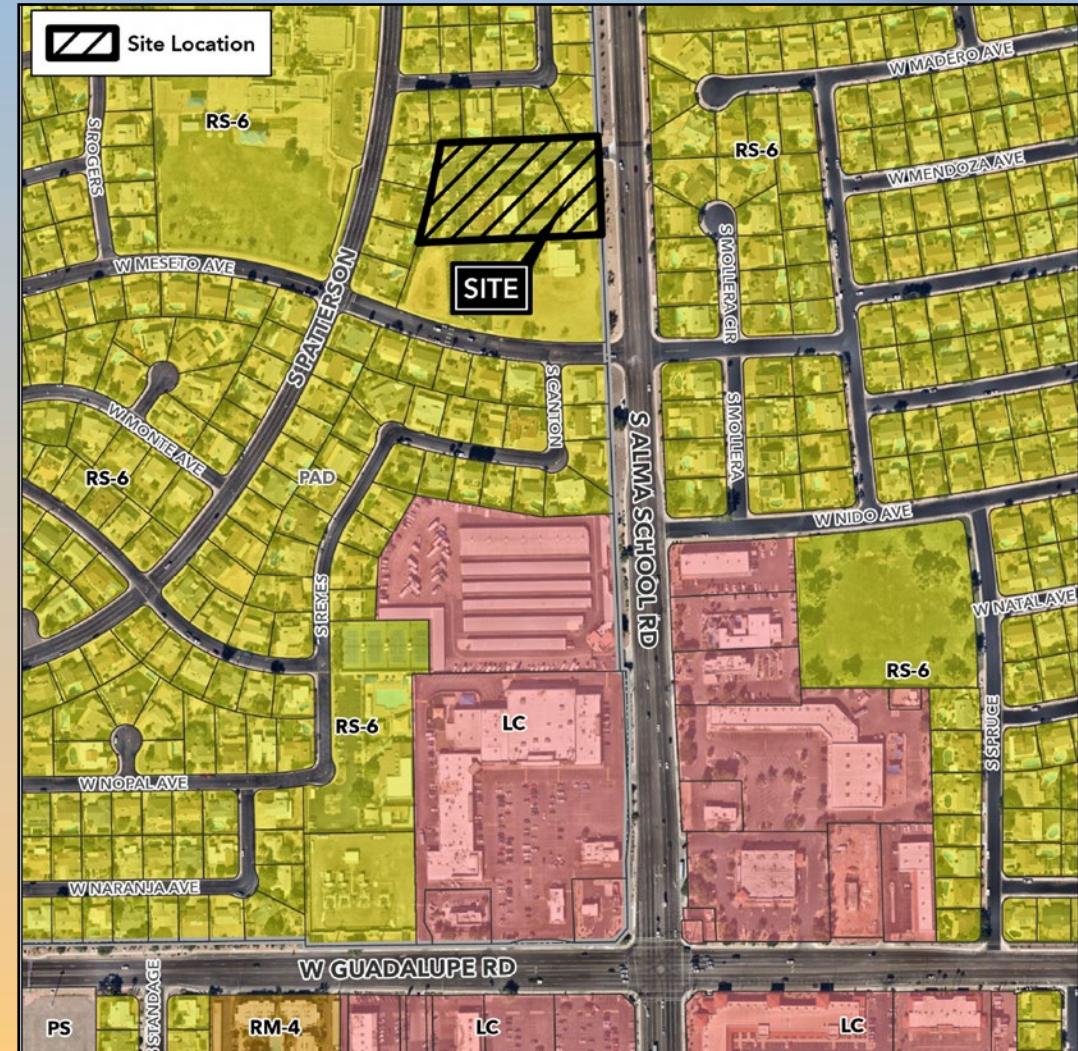
- Contains primarily detached single-family homes as well as low-density multi-family developments
- Includes complementary public and semi-public uses such as schools, places of worship, and parks





# 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



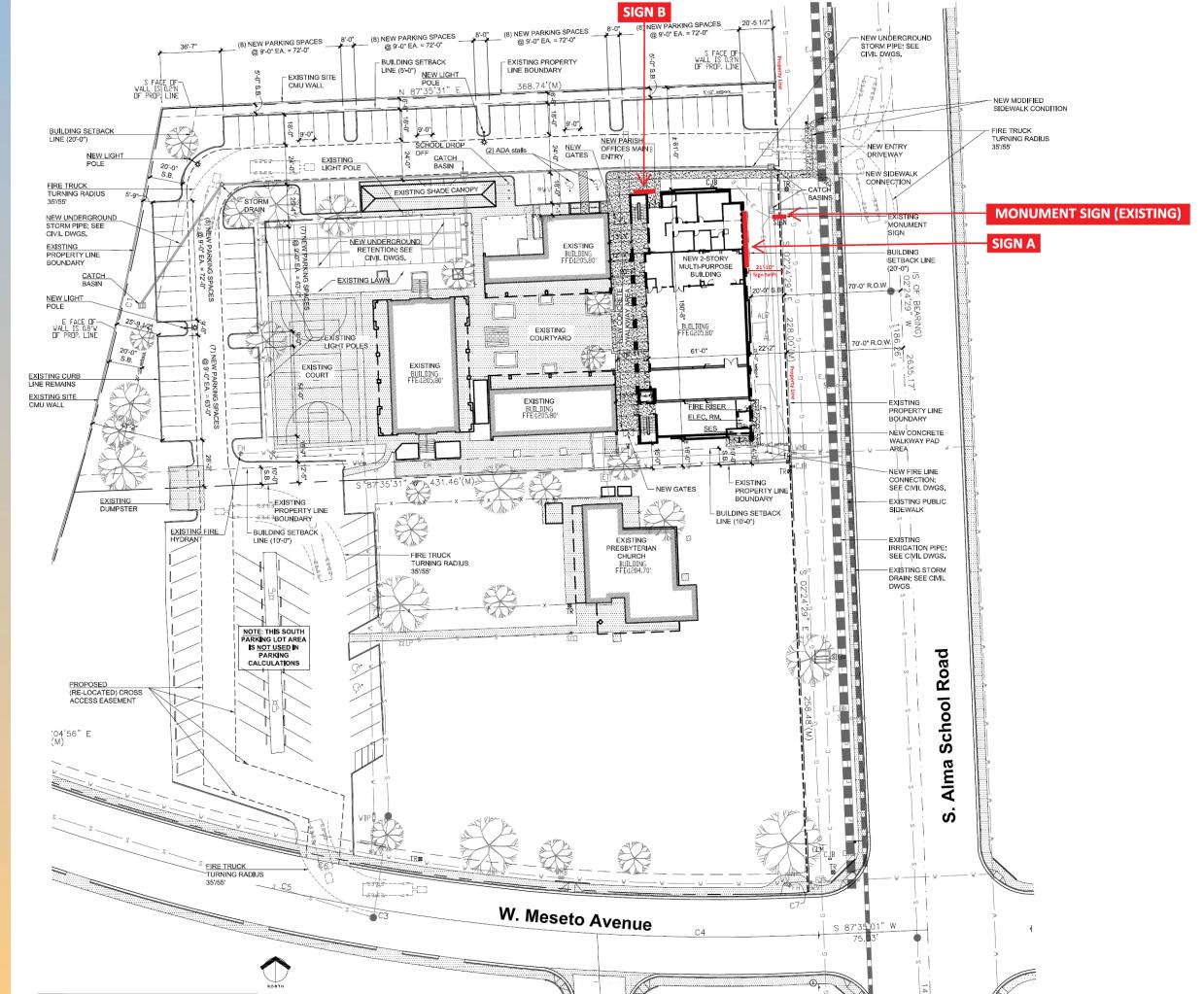
Looking west towards the site from Alma School Road



# 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



ILLUMINATED NIGHT VIEW



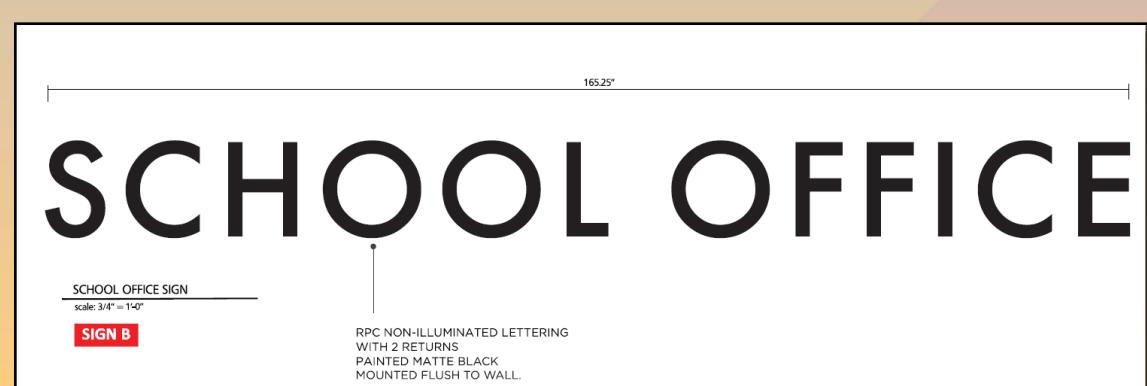
East Elevation



# Sign Plan



North Elevation





# Sign Plan

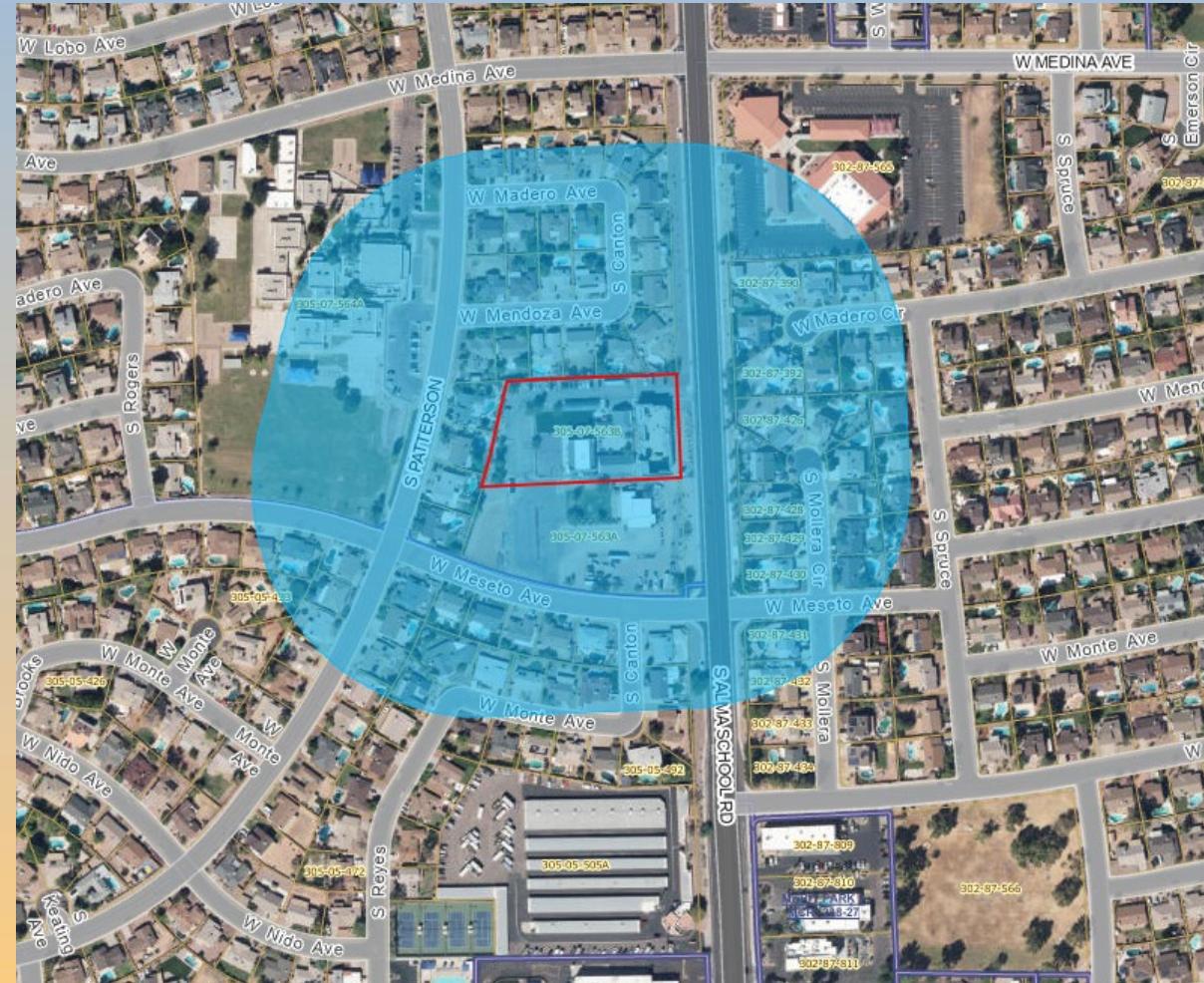


Existing Detached Sign



# 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

Charlotte Bridges, Planner II

December 3, 2025



# Request

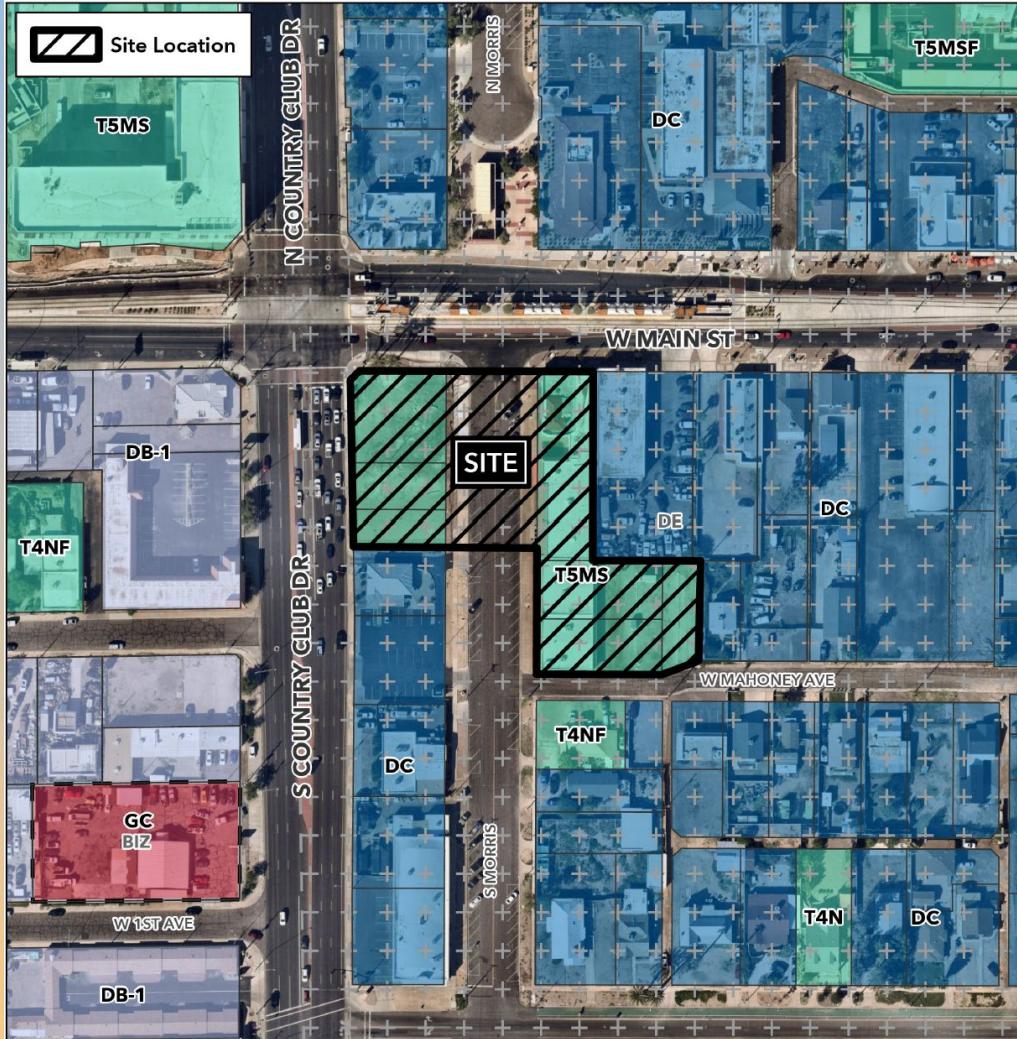
- Variance Extension for BOA23-00738 - November 1, 2025, to March 5, 2027
  - November 1, 2023, original approval date of the variances (Case No. BOA23-00738)
  - October 12, 2024, Administrative extension approved (Case No. ADM24-00840)





# Location

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





# Findings

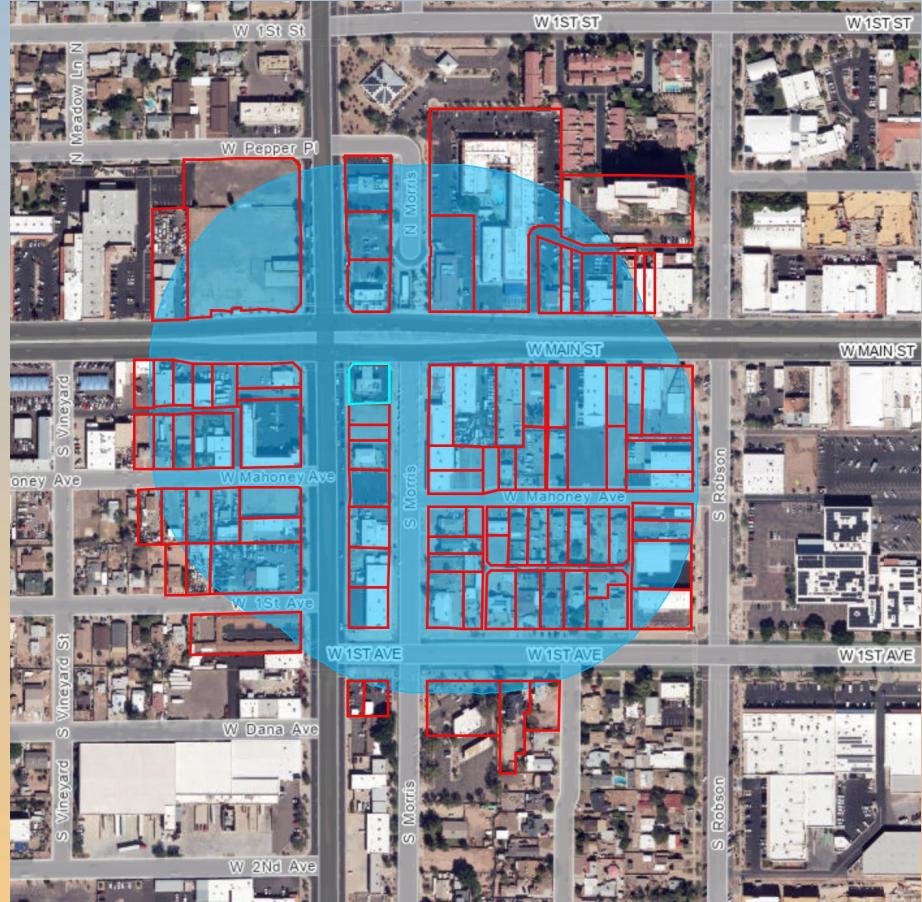
- ✓ Complies with the 2050 Mesa General Plan
- ✓ Meets required findings for a Variance in Section 11-80-3 of the MZO
- ✓ Complies with Section 11-67-9(B) of the MZO for extensions

***Staff recommends Approval with Conditions***



# Citizen Participation

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





# Board of Adjustment

BOA25-00840



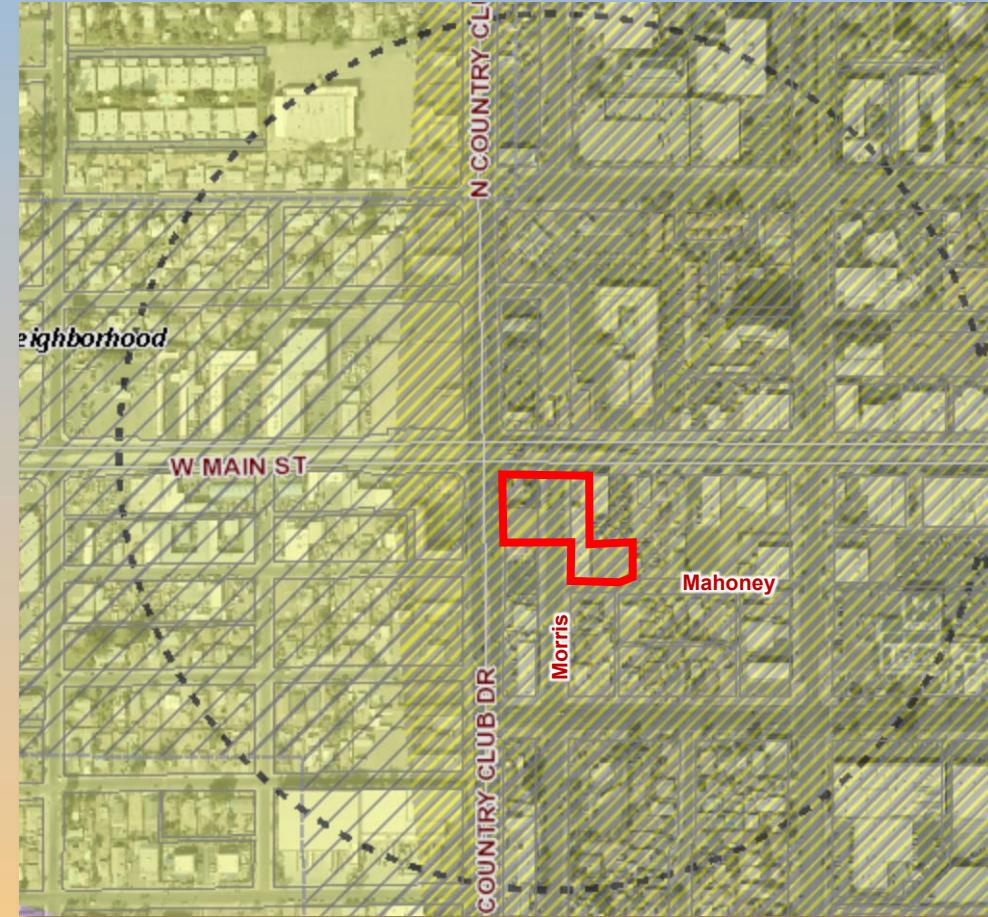
# General Plan

## 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

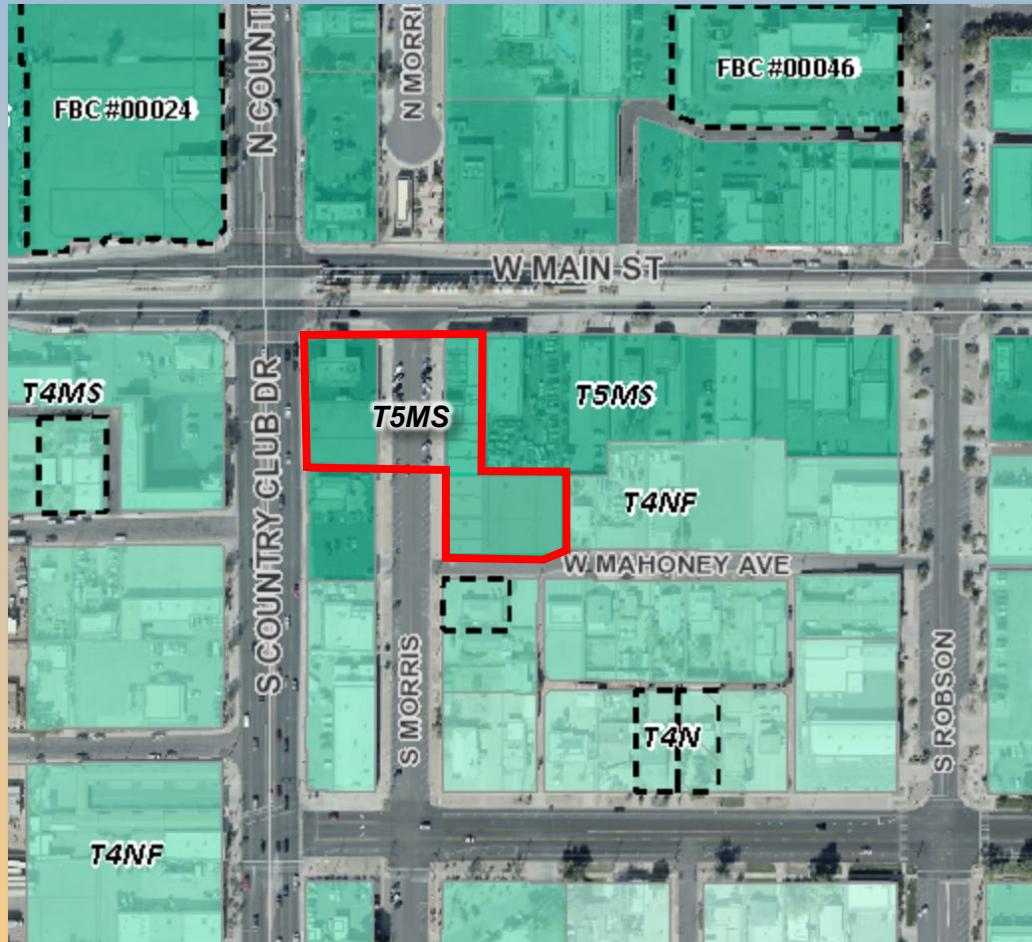
- Announce entrance into Downtown Mesa





# 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

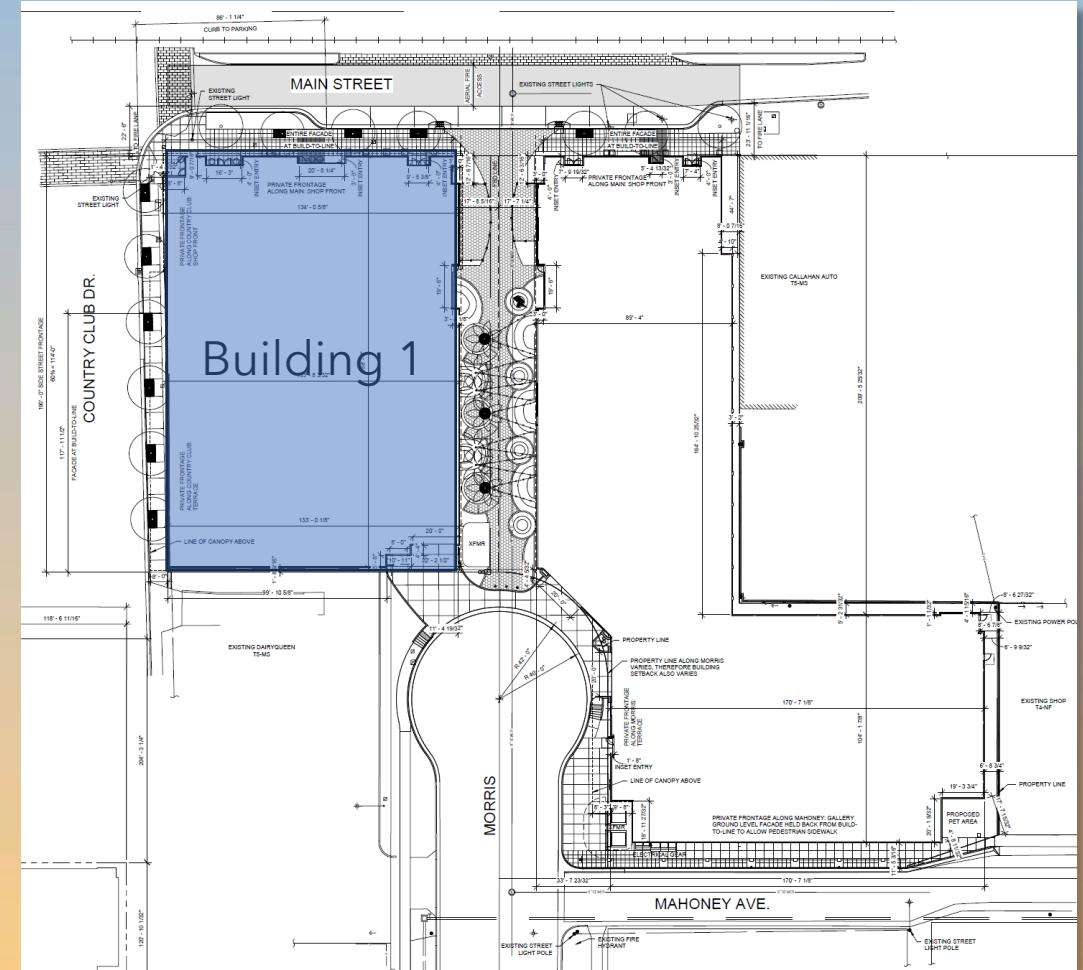


Looking north from Mahoney Avenue



# Site Plan

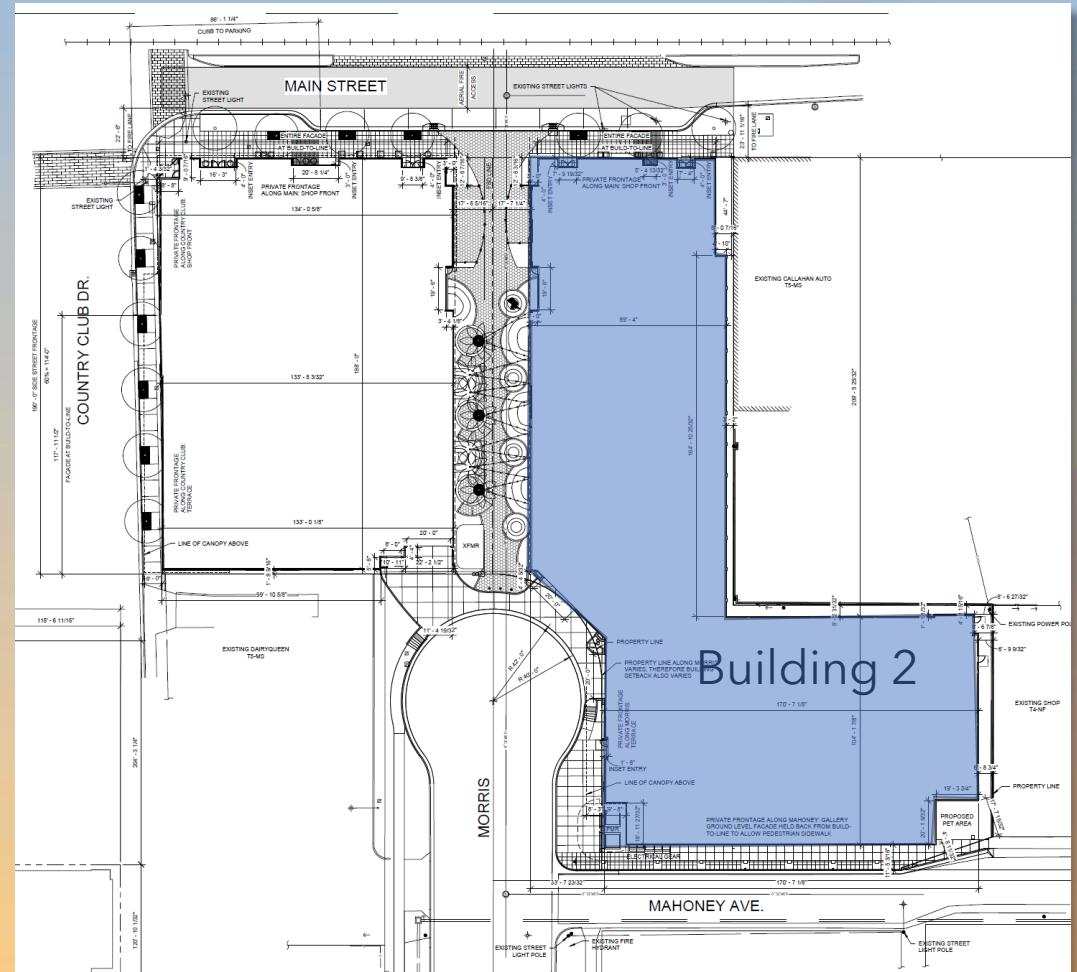
- Building 1: 6-story, with ground floor commercial and parking structure (41 spaces) and 5 floors residential units (157 units)





# 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

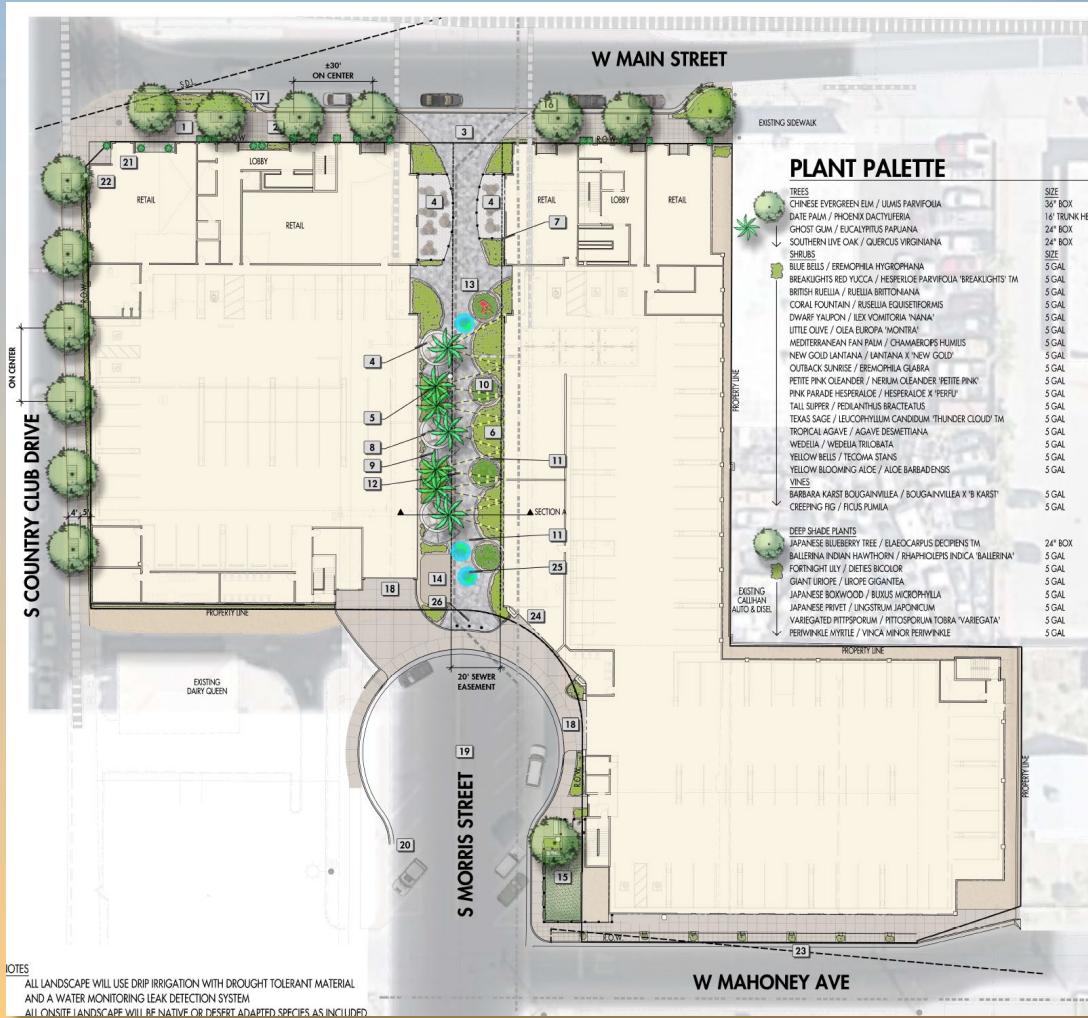




# Landscape Plan

## PLANT PALETTE

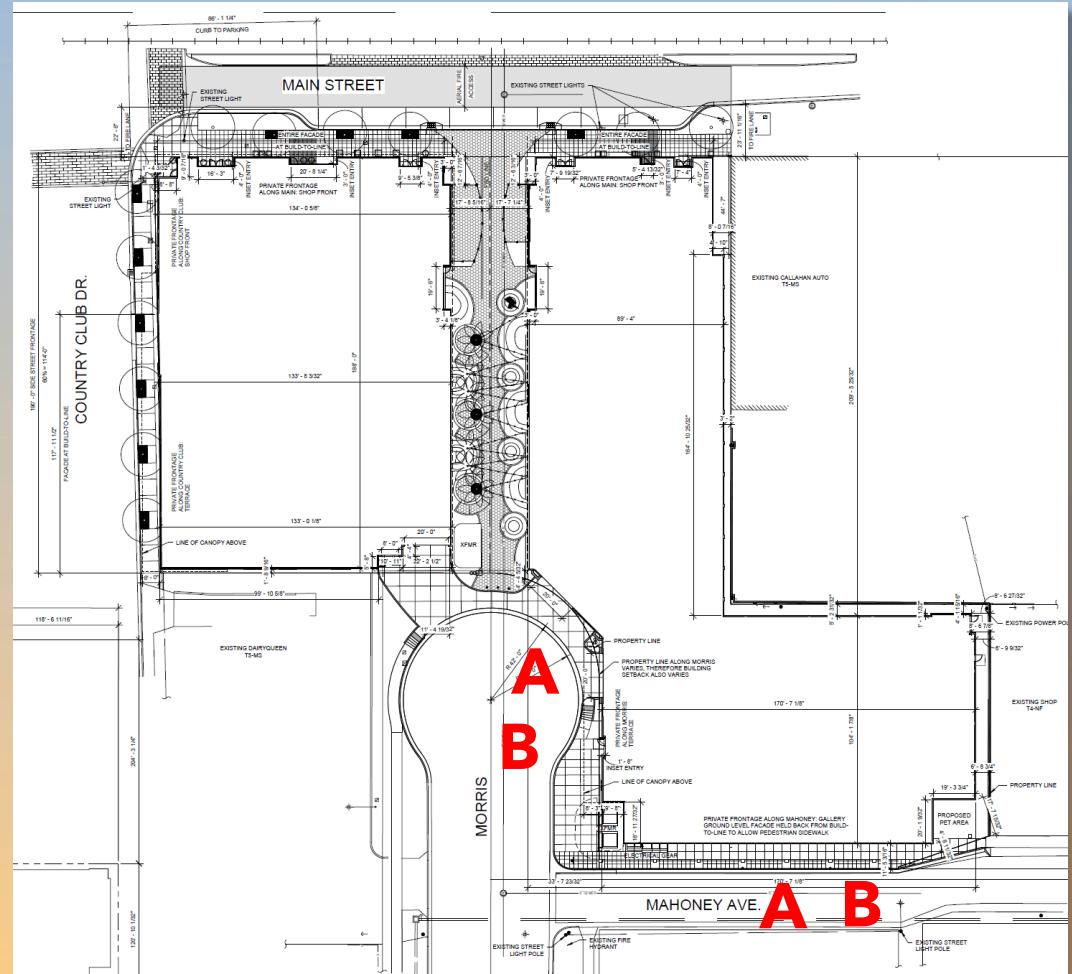
| PROJECT LINE   |                  |
|--|------------------|
| <b>TREES</b>   | <b>SIZE</b>      |
| CHINESE EVERGREEN ELM / <i>ULMUS PARVIFOLIA</i>                      | 36" BOX          |
| DATE PALM / <i>PHOENIX DACTYLIFERA</i>                               | 16' TRUNK HEIGHT |
| GHOST GUM / <i>EUCALYPTUS PAPUANA</i>                                | 24" BOX          |
| SOUTHERN LIVE OAK / <i>QUERCUS VIRGINIANA</i>                        | 24" BOX          |
| <b>SHRUBS</b>  | <b>SIZE</b>      |
| BLUE BILLS / <i>EREMOPHILA HYGROPHANA</i>                            | 5 GAL            |
| BREAKLIGHTS RED YUCCA / <i>HESPERIOE PARVIFOLIA</i> 'BREAKLIGHTS' TM | 5 GAL            |
| BRITISH RUELLIA / <i>RUELLIA BRITTONIANA</i>                         | 5 GAL            |
| CORAL FOUNTAIN / <i>RUSSELLIA EQUISETIFORMIS</i>                     | 5 GAL            |
| DWARF YAUPON / <i>ILEX VOMITORIA</i> 'NANA'                          | 5 GAL            |
| LITTLE OLIVE / <i>OLEA EUROPA</i> 'MONTRA'                           | 5 GAL            |
| MEDITERRANEAN FAN PALM / <i>CHAMAEROPS HUMILIS</i>                   | 5 GAL            |
| NEW GOLD LANTANA / <i>LANTANA X 'NEW GOLD'</i>                       | 5 GAL            |
| OUTBACK SUNRISE / <i>EREMOPHILA GLABRA</i>                           | 5 GAL            |
| PETITE PINK OLEANDER / <i>NERIUM OLEANDER</i> 'PETITE PINK'          | 5 GAL            |
| PINK PARADE HESPERALOE / <i>HESPERALOE X 'PERFU'</i>                 | 5 GAL            |
| TALL SLIPPER / <i>PEDILANTHUS BRACTEATUS</i>                         | 5 GAL            |
| TEXAS SAGE / <i>LEUCOPHYLLUM CANDIDUM</i> 'THUNDER CLOUD' TM         | 5 GAL            |
| TROPICAL AGAVE / <i>AGAVE DESMETIANA</i>                             | 5 GAL            |
| WEDELIA / <i>WEDELIA TRILOBATA</i>                                   | 5 GAL            |
| YELLOW BILLS / <i>TECOMA STANS</i>                                   | 5 GAL            |
| YELLOW BLOOMING ALOE / <i>ALOE BARBADENSIS</i>                       | 5 GAL            |
| <b>VINES</b>   |                  |
| BARBARA KARST BOUGAINVILLEA / <i>BOUGAINVILLEA X 'B KARST'</i>       | 5 GAL            |
| CREEPING FIG / <i>FICUS PUMILA</i>                                   | 5 GAL            |
| <b>DEEP SHADE PLANTS</b>   | <b>SIZE</b>      |
| JAPANESE BLUEBERRY TREE / <i>ELAOECARPU DECIPiens</i> TM             | 24" BOX          |
| BALLERINA INDIAN HAWTHORN / <i>RAPHIOLEPIS INDICA</i> 'BALLERINA'    | 5 GAL            |
| FORTNIGHT LILY / <i>DIETES BICOLOR</i>                               | 5 GAL            |
| GIANT LIRIOPE / <i>LIRIOPE GIGANTEA</i>                              | 5 GAL            |
| JAPANESE BOXWOOD / <i>BUXUS MICROPHYLLA</i>                          | 5 GAL            |
| JAPANESE PRIVET / <i>LINGSTRUM JAPONICUM</i>                         | 5 GAL            |
| VARIEGATED PITTOSPORUM / <i>PITTOSPORUM TOBRA</i> 'VARIEGATA'        | 5 GAL            |
| PERIWINKLE MYRTLE / <i>VINCA MINOR</i> PERIWINKLE                    | 5 GAL            |
| <b>EXISTING CALLAHAN AUTO &amp; DIESEL</b>                           |                  |





# 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





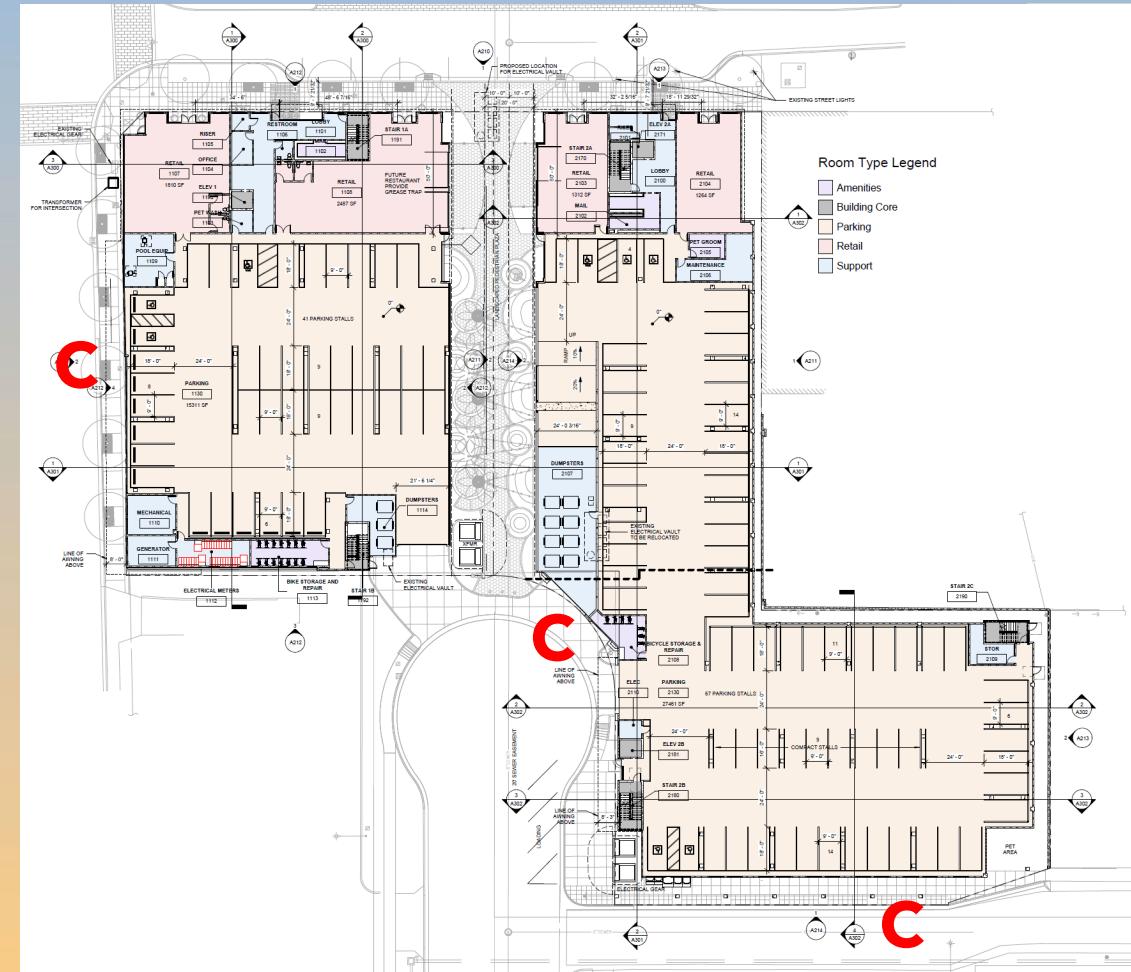
# Request Variances

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

Country Club Drive = 0 feet

Morris = 0 feet

Mahoney = 0 feet



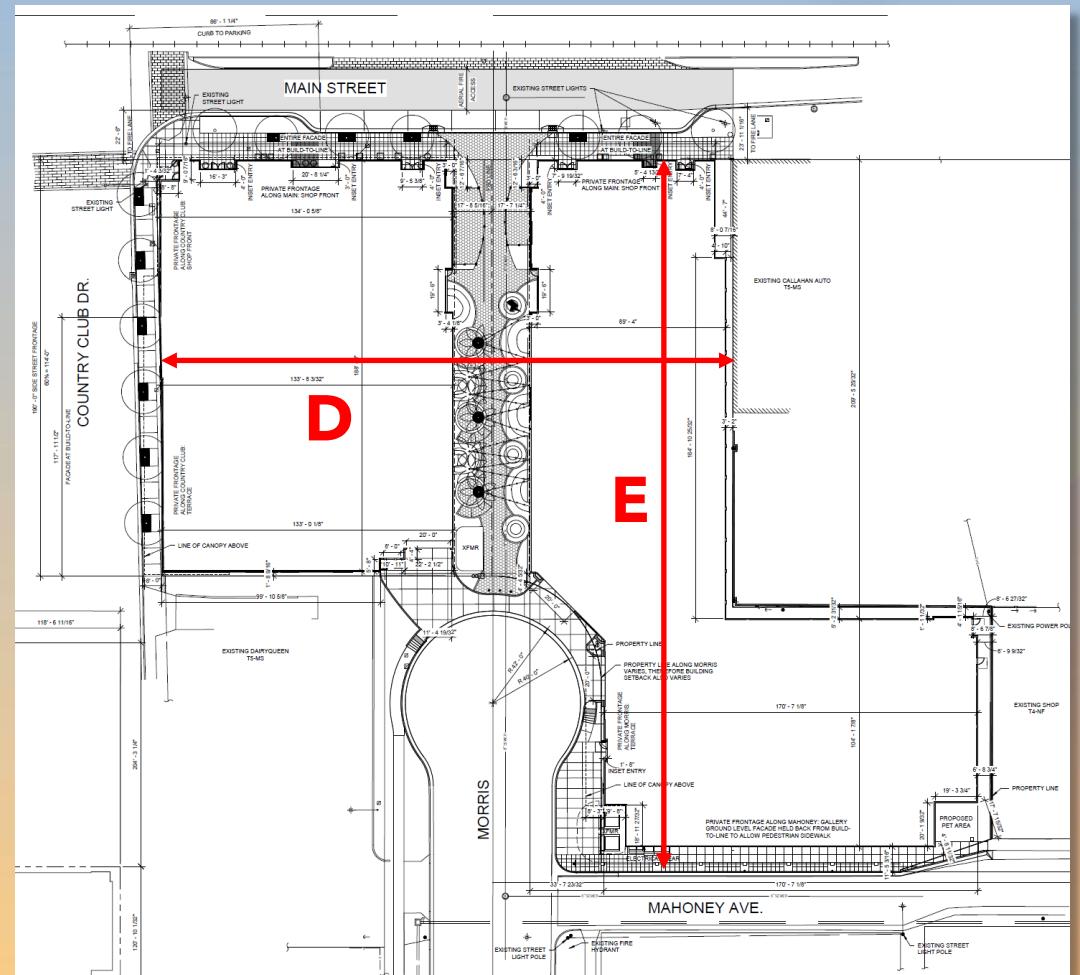


# Request Variances

- 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:

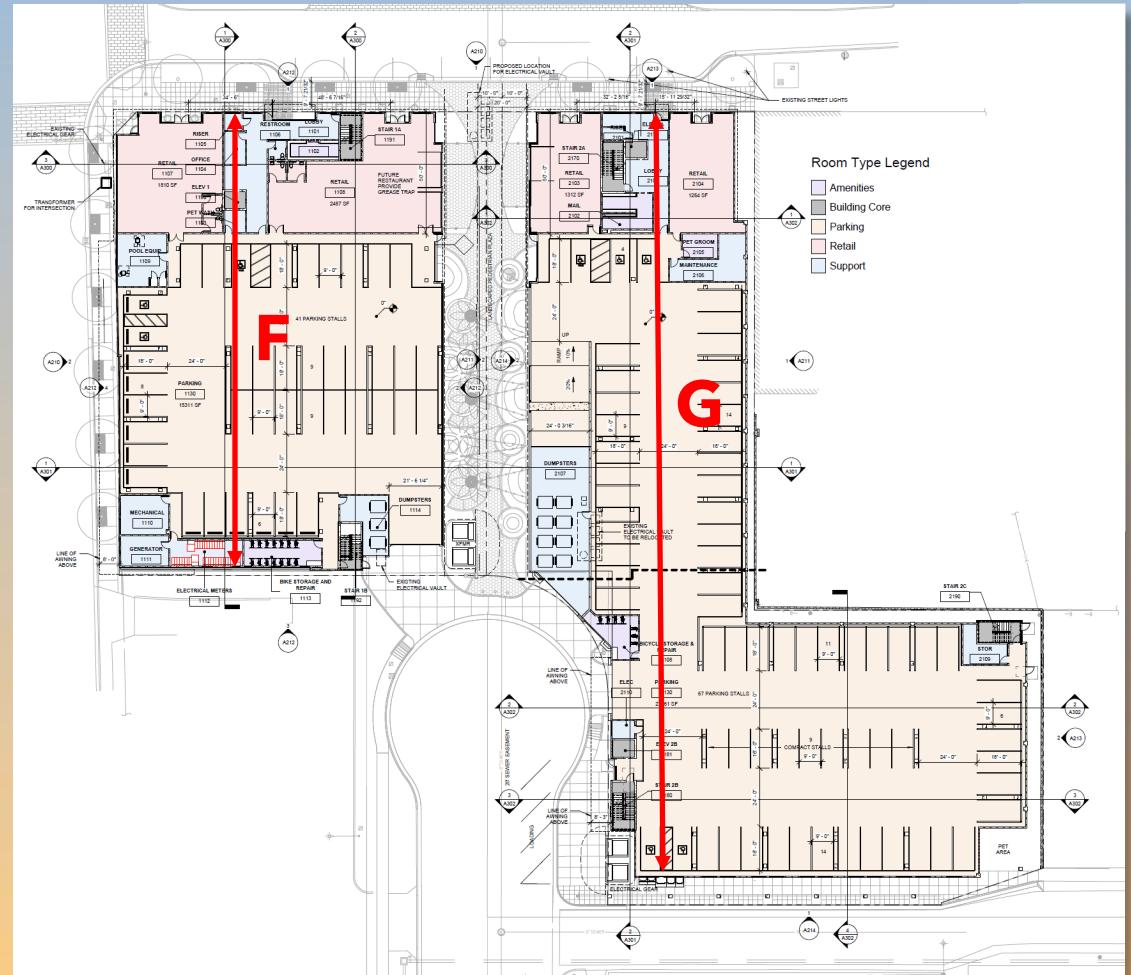
Building 1: 188 feet (**F**)

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

Floors 3+:

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

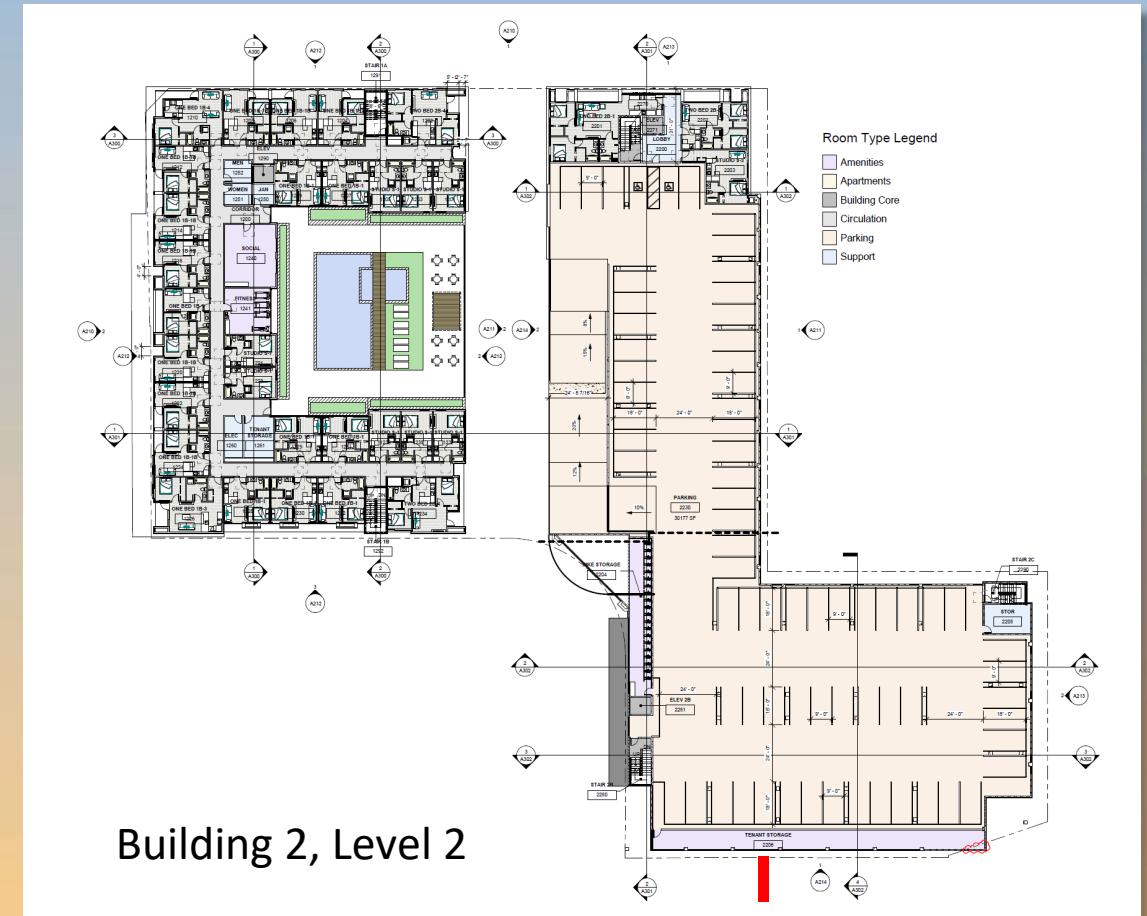
Building 2: 313 feet, 7-21/32 inches (**G**):





# 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)





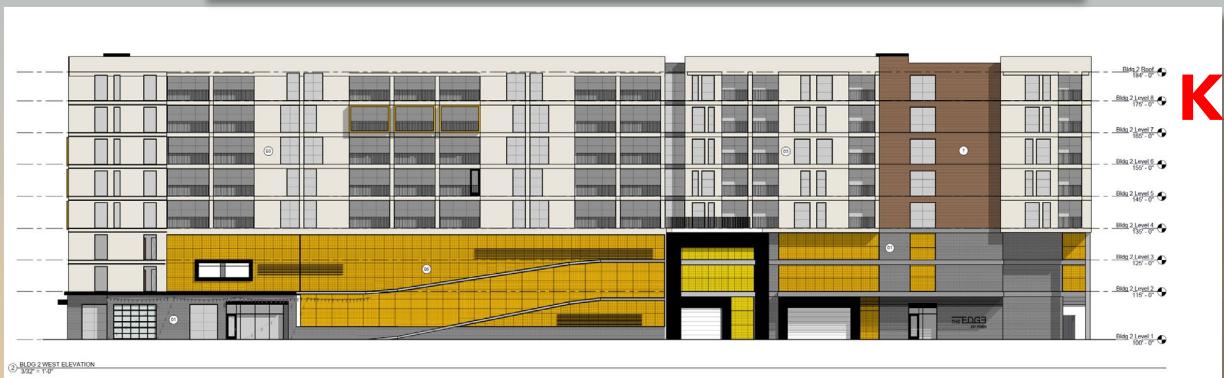
# Request Variances

- 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

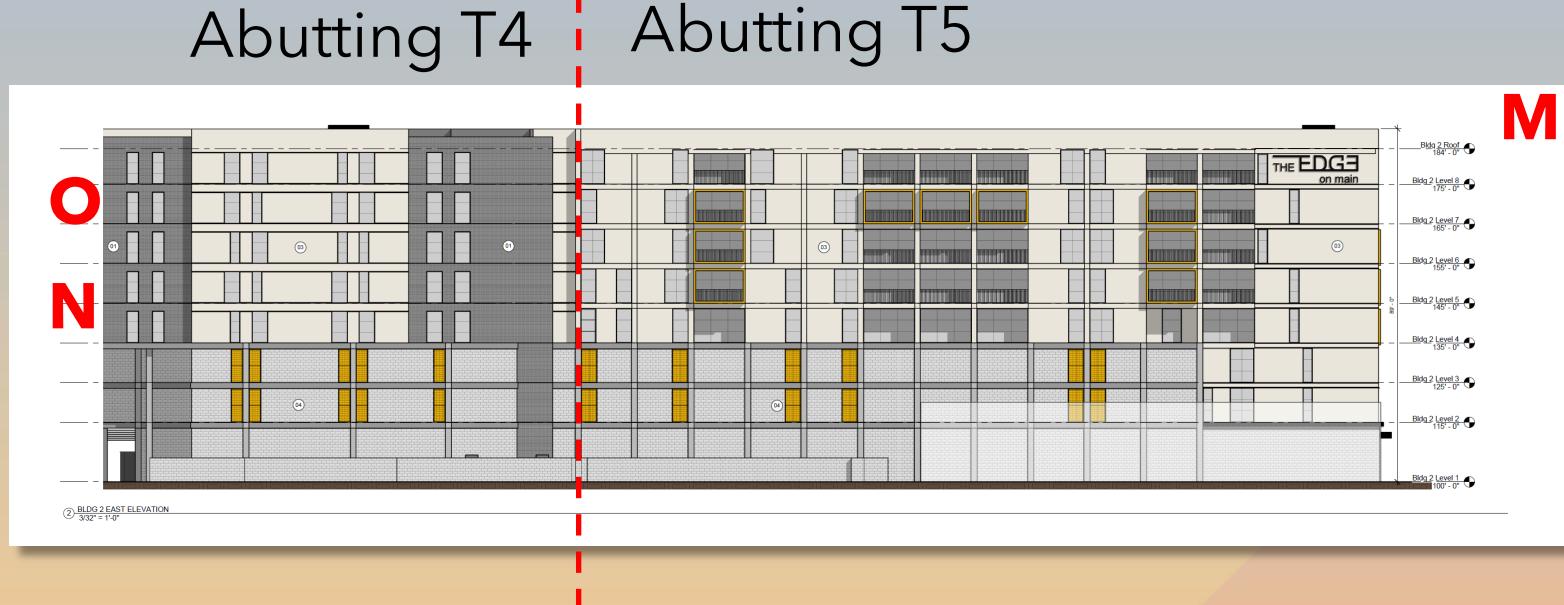
- Mid-rise Building in T5MS,  
Side/Rear Setback:

Abutting T6/T5:  
Floors 6-8, Building 2 (**M**)

Abutting T4:  
Floors 1-5, Building 2(**N**)

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

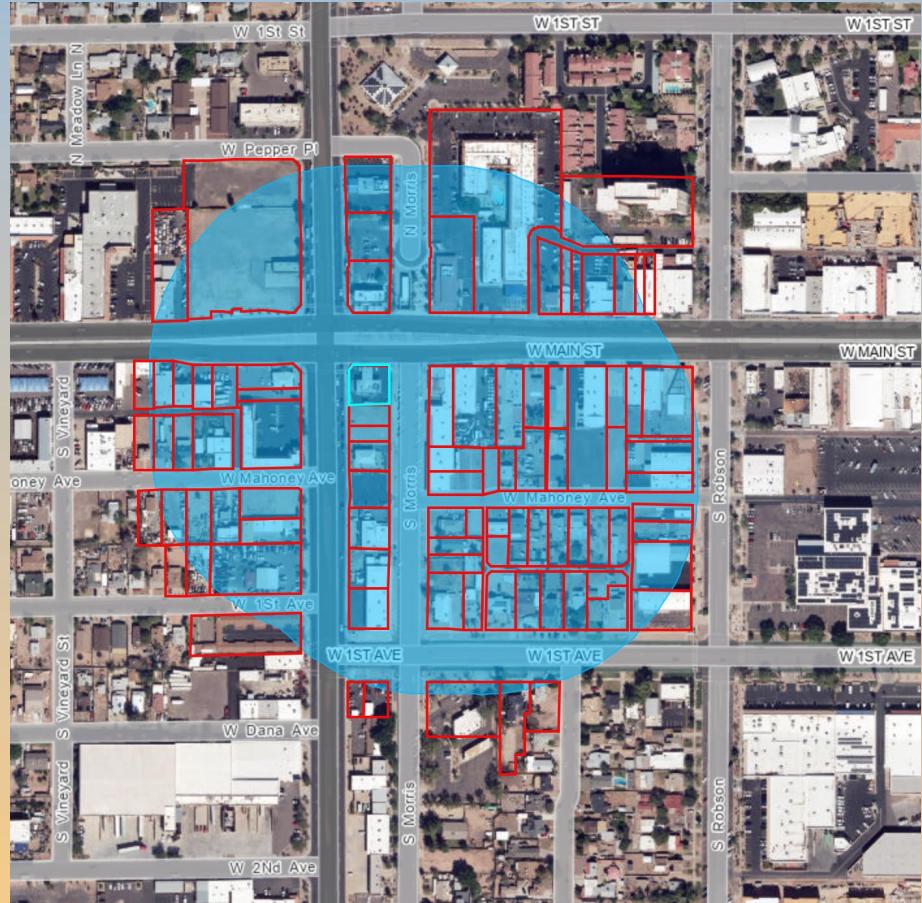
Abutting T4 | Abutting T5





# 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*