

Study Session Minutes

Mesa Council Chambers Lower Level – 57 E 1st St

Date: February 5, 2025 Time: 5:00 p.m.

MEMBERS PRESENT:

Vice Chair Shelly Allen
Boardmember Nicole Lynam
Boardmember Heath Reed
Boardmember Todd Trendler
Boardmember Gerson Barrera

MEMBERS ABSENT:

Chair Alexis Wagner
Boardmember Troy Glover

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

STAFF PRESENT:

Kelly Whittemore
Jennifer Merrill
Tye Hodson
Vanessa Felix

OTHERS PRESENT:

1 Call meeting to order.

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

2 Staff Update: No update.

Boardmember Trendler arrived at the meeting at 5:05 pm.

3 Review and discuss items listed on the Public Hearing agenda for February 5, 2025.

***3-a Staff member Tye Hodson case BOA24-01073 to the Board.
See attached presentation.**

**4 Annual Board of Adjustment Orientation Presentation
See attached presentation.**

5 Adjournment.

Boardmember Lynam moved to adjourn the Study Session and was seconded by Boardmember Barrera. Without objection, the Study Session was adjourned at 5:18 p.m.

Respectfully submitted,

Jennifer Merrill
Jennifer Merrill,
On behalf of Zoning Administrator (Mary Kopaskie-Brown)



BOA24-01073

Tye Hodson, Senior Planner

February 5, 2025



Request

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





Location

- South of Broadway Road
- East of Extension Road





General Plan

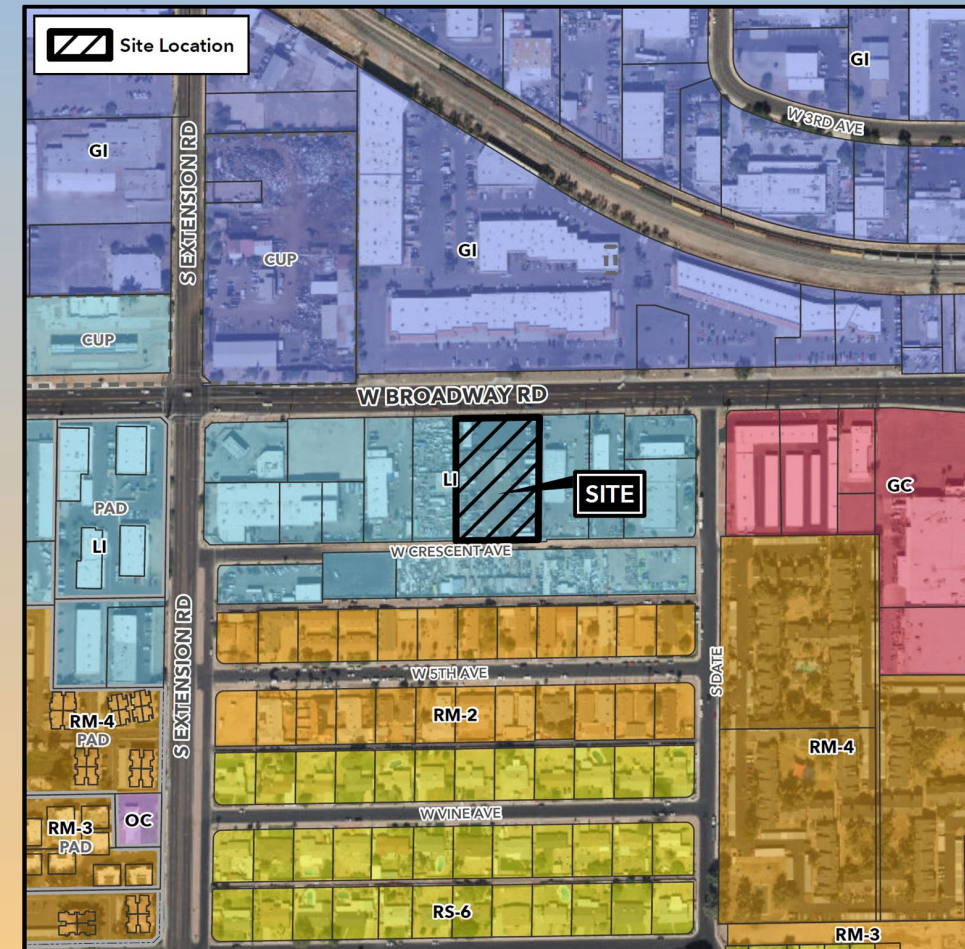
- Local Employment Center - Placetype
- Evolve - Growth Strategy





Zoning

- Light Industrial (LI)
- The existing use was approved in 2005 by the Zoning Administrator





Site Photo



Existing Sign



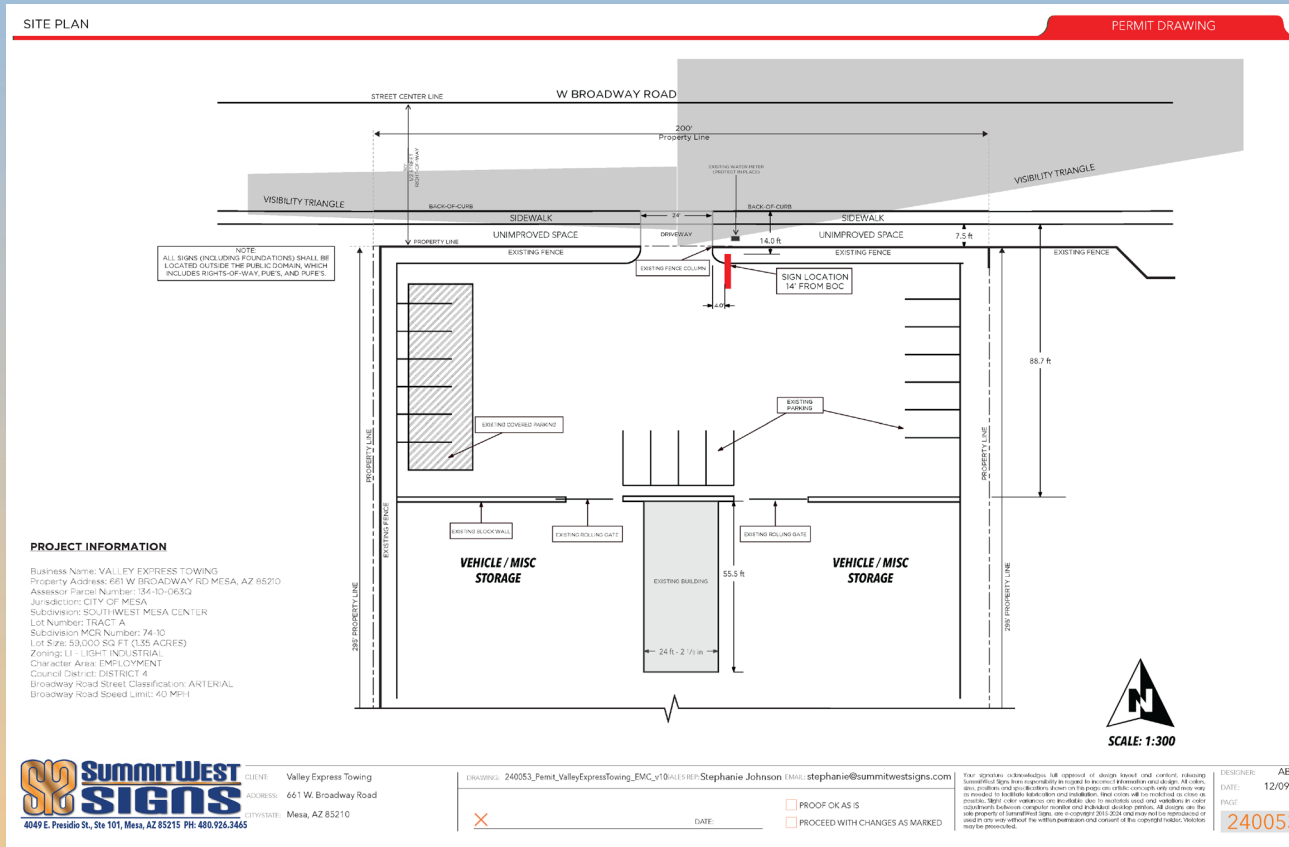
Proposed CSP

- Increase the total allowed height to 14'
- Modify the single base minimum width requirement from 75% to 30% of the width of the sign copy





Sign Plan



Site Plan



Sign Plan

PROJECT LOCATION & AERIAL SITE PLAN
PERMIT DRAWING

PROJECT INFORMATION

Business Name: VALLEY EXPRESS TOWING
 Property Address: 661 W BROADWAY RD MESA, AZ 85210
 Assessor Parcel Number: 134-10-063Q
 Jurisdiction: CITY OF MESA
 Subdivision: SOUTHWEST MESA CENTER
 Lot Number: TRACT A
 Subdivision MCR Number: 74-10
 Lot Size: 58,000 SQ FT (1.35 ACRES)
 Zoning: LI - LIGHT INDUSTRIAL
 Character Area: EMPLOYMENT
 Council District: DISTRICT 4
 Broadway Road Street Classification: ARTERIAL
 Broadway Road Speed Limit: 40 MPH

VICINITY MAP

SITE PLAN

NOTE: ALL SIGNS (INCLUDING FOUNDATIONS) SHALL BE LOCATED OUTSIDE THE PUBLIC DOMAIN, WHICH INCLUDES RIGHT-OF-WAY, CURBS, AND PARKS.

NEW FREESTANDING MONUMENT SIGN

VALLEY EXPRESS TOWING
661 W BROADWAY ROAD
134-10-063Q

TRACT A

CLIENT: Valley Express Towing
 ADDRESS: 661 W. Broadway Road
 CITY/STATE: Mesa, AZ 85210
 4049 E. Presidio St., Ste 101, Mesa, AZ 85215 PH: 480.926.3465

DRAWING: 240053_Permit_ValleyExpressTowing_EMC_v2.dwg BY: Stephanie Johnson EMAIL: stephanie@summitwestsigns.com

DESIGNER: AC DATE: 12/16/24

PROOF OK AS IS

PROCEED WITH CHANGES AS MARKED

FOUR SIGNAGE: YOUR SIGNAGE, YOUR RESPONSIBILITY. ALL ASPECTS OF DESIGN, CONSTRUCTION, AND MAINTENANCE ARE YOUR RESPONSIBILITY. WE WILL NOT BE RESPONSIBLE FOR ANY DAMAGE TO YOUR PROPERTY OR TO THE PROPERTY OF OTHERS. WE WILL NOT BE RESPONSIBLE FOR ANY DAMAGE TO YOUR PROPERTY OR TO THE PROPERTY OF OTHERS. WE WILL NOT BE RESPONSIBLE FOR ANY DAMAGE TO YOUR PROPERTY OR TO THE PROPERTY OF OTHERS.

DESIGNER: AC DATE: 12/16/24

PAGE: 2

240053

Sign Location



Sign Plan

SIGN ELEVATIONS
PERMIT DRAWING

PROJECT DETAIL
Scale: 3/8" = 1'
Qty: 1 D/S
68" x 134" = 63.27 Sq. Ft.

SIDE VIEW
Scale: 3/8" = 1'

For MCO 11-43-2(C)(1)(e), A sign base where the width of the base is a minimum of seventy-five percent (75%) of the width of the sign copy.

*12" (COPY WIDTH) * 3% = 36" PLEASE SEE NARRATIVE FOR FURTHER DETAIL.*

NIGHT VIEW

PROPOSED LOCATION
Scale: 1/4" = 1'

COLOR SCHEDULE:

- FULL COLOR TRANS. DIGITAL PRINT
- MP 59934 / SW 7547 SANDBAR
- MP WHITE
- MP 59569 / SW 7675 SEALSkin
- PAINTED PERFORATED VINYL MP 59569

PRINT READY ARTWORK:
 YES NO

SPECIFICATIONS:
MANUFACTURE AND INSTALL D/S ILLUMINATED MONUMENT SIGN

REMOVE EXISTING SIGN CABINET AND DISPOSE

FABRICATE NEW 24" DEEP ALUMINUM CABINET PAINTED MP 59934
PHONE NUMBER ROUTED OUT OF FACE AND BACKED UP WITH WHITE ACRYLIC CLAD WITH PERFORATED VINYL PAINTED MP 59569
1" DEEP PAN FACES PAINTED MP WHITE WITH ROUTED FACE AND 1/2" CLEAR ACRYLIC PUSH-THRU CLAD WITH FULL COLOR TRANSLUCENT DIGITAL PRINT* INTERNAL WHITE LED ILLUMINATION

18" DEEP CABINET PAINTED MP 59569
COLOR WITH 1/4" FLAT CUT OUT ADDRESS NUMBERS FLUSH MOUNTED TO FACE

POLE COVER PAINTED MP 59934 AND EXTENDED FROM 91" TO 168"

3"Ø SCHEDULE 40 PIPE SET INTO 24" x 7" 2300 PSI CONCRETE FOOTER
UTILIZE EXISTING ELECTRICAL CONNECTIONS

*VECTOR ARTWORK REQUIRED PRIOR TO FABRICATION

The sign is intended to be installed in accordance with the requirements of article 600 of the national electrical code and/or other applicable local codes. This includes proper grounding and bonding of the sign. The location of the disconnect switch after installation shall comply with article 600.8(a)(1) of the national electrical code.

All signs (including foundations) shall be located outside public domain which includes rights-of-way, PUE's and PUF's.

4049 E. Phasido St., Ste 101, Mesa, AZ 85215 PH: 480.926.3465

CLIENT: Valley Express Towing
ADDRESS: 661 W. Broadway Road
CITY/STATE: Mesa, AZ 85210

DRAWING: 240053_Permit_ValleyExpressTowing_EMC_v10 SALES REP: Stephanie Johnson EMAIL: stephanie@summitwestsigns.com

DESIGNER: MYM
DATE: 12/09/24
PAGE: 1
NO. 240053

PROOF OK AS IS
 PROCEED WITH CHANGES AS MARKED

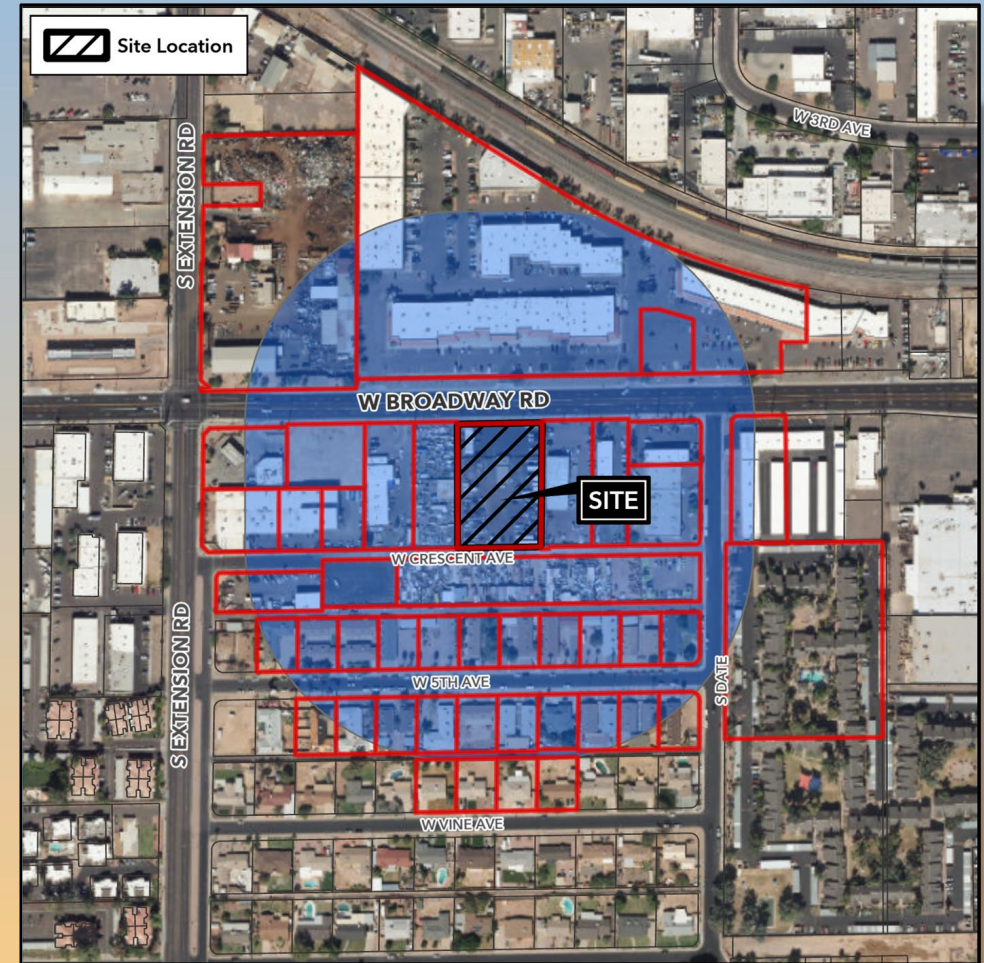
DATE: _____

Proposed Sign Elevation



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

- ✓ The proposed CSP requests modifications to the MZO to provide a sense of place and to address safety concerns
- ✓ Complies with the Mesa 2050 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



Yearly Update and Orientation

BOARD OF ADJUSTMENT

Agenda



- Planning Division Functions
- Land Use Review Process
- Tools for Land Use Review
- Zoning Basics and Land Use Regulations
- Board of Adjustment Functions
- Meetings

Planning Division Functions



Long-Range Planning

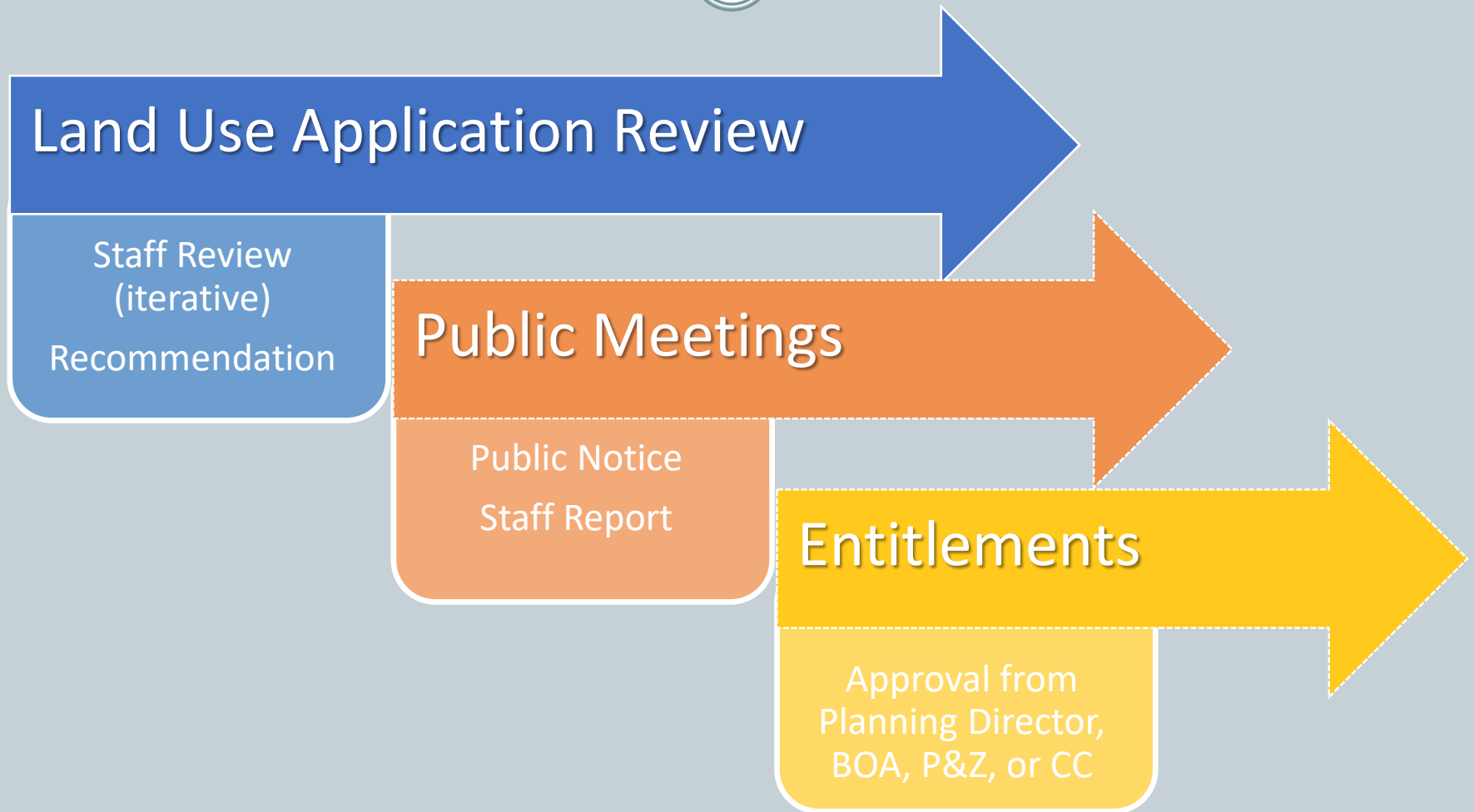


Current Planning

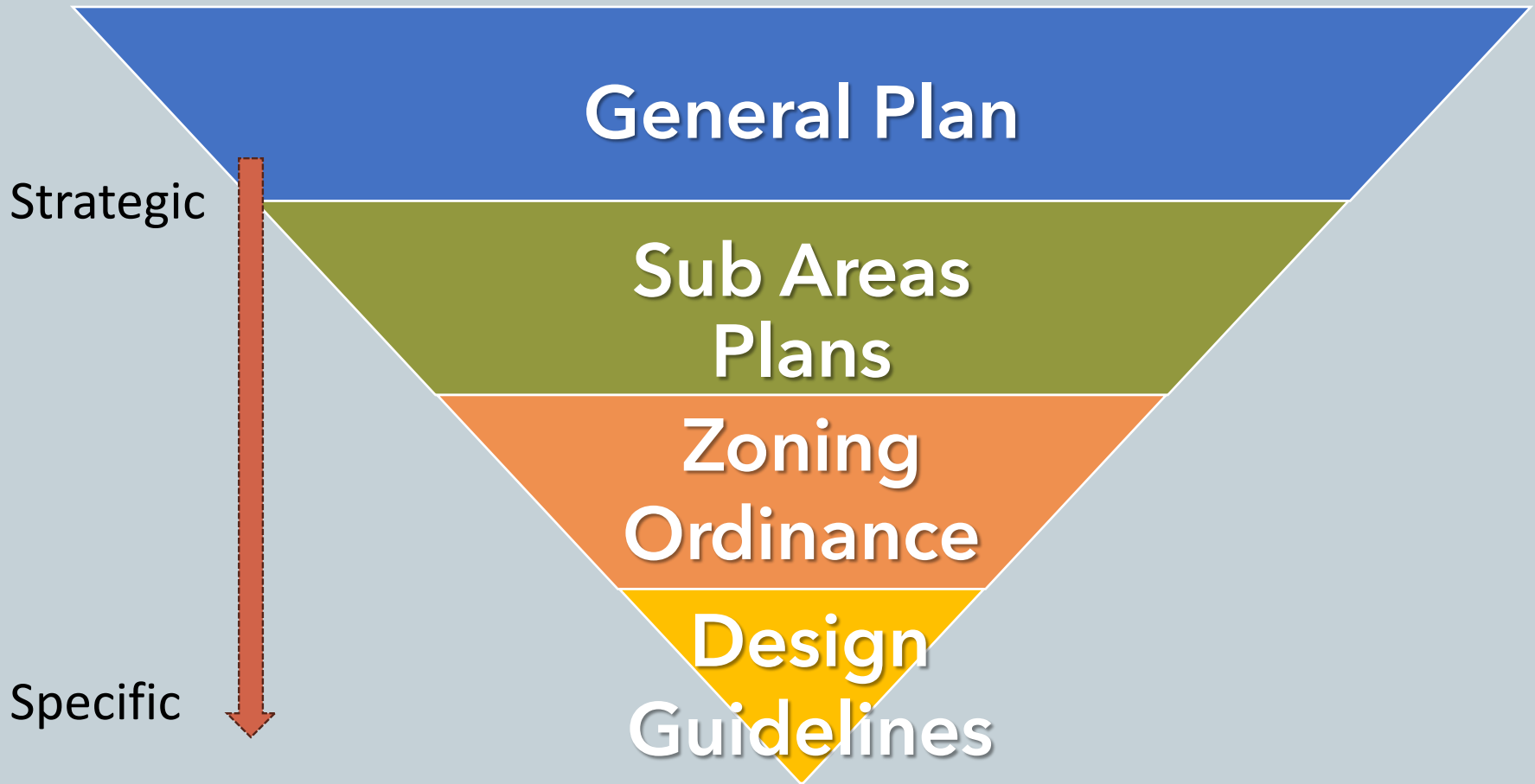


Historic Preservation

Land Use Review Process



Tools for Land Use Review



Tools for Land Use Review

GENERAL PLAN

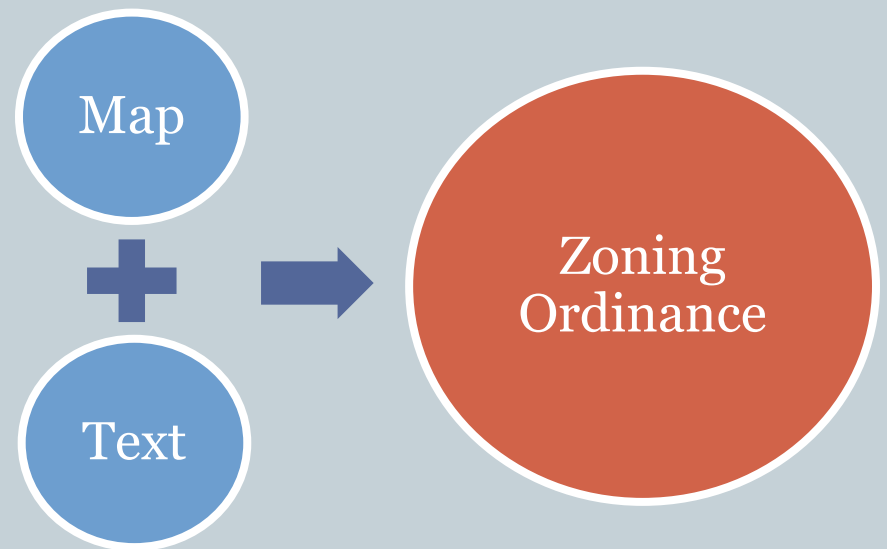
- Official policy guide to achieve desired physical development
- Expression of residents' values and aspirations
- Guide future plans, programs, investments, and other government activities
- Reference point for decision making - helps provide continuity over time



Tools for Land Use Review

ZONING ORDINANCE

- Implement the future land uses and built environment defined in the General Plan
- Division of land into districts or zones
- Regulate land uses
- Identify specific development standards (i.e., setbacks, building heights, and lot coverage)



Land Use Regulations



WHY ARE THEY NEEDED?

Ordinances/Laws that:

- Direct growth
- Ensure quality development
- Enhance health, safety, and welfare of the City

Without Them:

- Conflicts in land use (e.g. - industrial near residential)
- Impacts on quality of life
- Increased cost of development - no certainty
- Impacts to natural resources
- Impacts on land values - loss of investment

Board of Adjustment Functions



- 7 Member Board
- Review and Act on requests for:
 - Variances
 - Special Use Permits
 - Substantial Conformance Improvement Permits (SCIPs)
 - Development Incentive Permits (DIPs)

Variance - Review



- Requests for adjustments to setbacks, heights or other measurements. Must conform with required findings per Section 11-80-3:
 1. Special circumstances applicable to the property, including its size, shape, topography, location or surroundings; and
 2. Special circumstances are pre-existing, and not created by the property owner or appellant; and
 3. 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
 4. Approval will 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.

Special Use Permit - Review



- Conformance with Special Use Permit approval criteria Section 11-70-5(E)
- Consistency with General Plan and Specific Plan policies
- Consistency with the purpose of the zoning district
- Impacts to the surrounding areas
- Adequate public services, public facilities, and public infrastructure are available to serve the proposed project
- Additional approval criteria for some uses and request such as comprehensive sign plans, parking reductions, automobile washing, service stations, etc.

SCIP - Review



Substantial Conformance Improvement Permit

- Useful for non-conforming sites when such sites are enlarged, buildings are replaced/enlarged, or other site developments are made
- Brings non-conforming developments into substantial compliance with the Zoning Ordinance
- Conformance with the required findings in Section 11-73-3

DIP - Review



Development Incentive Permit

- Provides incentives for the development of smaller tracts of land that would have difficulty meeting current development standards, having been bypassed by previous developments, and where land assembly either is not available, or is available only to a limited extent
- Applicability criteria listed in Section 11-72-1
- Conformance with required findings in Section 11-72-3

Meetings

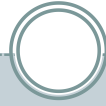


- Quorum - At least 4 members of the Board must be present
- The Chair, or in the Chair's absence, the Vice Chair, shall
 - Lead the meeting
 - Maintain order
 - Be the final decision maker for meeting management questions
- If both the Chair and Vice Chair are absent the Board will elect a presiding 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
- A minimum of 4 votes is required to approve a request
- Simple majority of Boardmembers present is required to deny a request
- Meetings of the Board must be open to the public
- Minutes of proceedings are kept and filed with the Planning Division as a public record



Questions?