

DEVELOPMENT ADVISORY FORUM

Meeting Minutes

April 13, 2005 - 7:30 AM

<u>Item No.</u>	<u>Discussion Item</u>	<u>Remarks</u>
04.13.05.I	Welcome and Introductions <ul style="list-style-type: none">Terry welcomed the group.	
04.13.05.II	Request for Proposals – 51-55 East Main Street <ul style="list-style-type: none">Patrick Murphy, Senior Town Center Development Specialist advised the group of a request for proposal (RFP) currently pending for the above-mentioned address.He also informed the group that the City is hoping for a high-class retail/restaurant to occupy either develop or renovate the space.Applications are due by 5/23/05.	
04.13.05.III	Impact Fee Status <ul style="list-style-type: none">Jeff Welker, Deputy Building Safety Director, updated the group on the impact fee amendments.Three of the impact fees (Cultural, Fire, and Public Safety) are still under review and consideration by Council.The three fee amendments are being presented in two groupings: Cultural this month and Fire/Public Safety in May.The Cultural asset list has been amended to depict only those City assets not gifted or donated.Cultural is due for Council consideration at their 4/18/05 meeting.Fire and Public Safety were delayed due to the methodology calculation change, which possessed some minor data errors.	
04.13.05.IV	Fire Department – AutoCad Plans <ul style="list-style-type: none">Bob Horn, Deputy Chief, Fire Prevention presented to the group a proposal for commercial projects to submit AutoCad files electronically or via disc to the Fire Department (FD).The FD utilizes this information to equip their emergency response vehicles with critical building and site information.Files submitted in AutoCad save the FD an enormous amount of staff time and resources, and promote the use of accurate and detailed site information.An attendee asked if the FD could use existing building information? The answer is yes, as long as the information is in AutoCad and drawn 1:1 ratio.The FD's proposal is suggesting this process be required prior to a Certificate of Occupancy being issued.	
04.13.05.V	Fire Department – Proposes Fire Code Amendment <ul style="list-style-type: none">Bob Horn presented this second issue, whereby the FD is proposing a code amendment requiring all building five stories and higher (and/or ten thousand square feet below grade) install a Breathing Air Replenishment (BAR) System.The proposed amendment will be retroactive; meaning all existing buildings meeting the criteria would have to be retrofitted with the system.The current method of air replenishment is manually, requiring firefighters to descend and ascend stairs with air bottles to supply personnel; this is a large waste of time and resources.	

	<ul style="list-style-type: none"> Phoenix and Chandler are two local cities that possess this requirement. An estimate offered at the meeting suggests the system has a cost of \$4,000/floor. The FD will host a meeting on 4/18/05 at 1:30 PM at Fire Station #1 Conference Room. <p><u>Questions:</u></p> <ul style="list-style-type: none"> Is this there only one company offering the BAR system? The FD is unsure. The technology is not unique, so the chance of multiple competitors is good. How will Mesa cover the annual cost of such a system? Tests are conducted (normally) semi-annually at an estimated cost of \$500/building/year; the tests would be performed by an independent company. 	
<p>04.13.05.VI</p>	<p>Process Improvement Update (Planning Division)</p> <p>A. Pre-Submittals</p> <ul style="list-style-type: none"> This process improvement team (PMT) is reviewing the pre-submittal process and exploring improvements. One customer-generated improvement was to get the comments to the customer in sufficient time for review and a to be useful in interactions with staff; to do this the Planning Division extended the time for pre-submittal from two to three weeks. <p>B. Zoning Ordinance</p> <ul style="list-style-type: none"> The Planning Division has included in the proposed budget an update to the Zoning Ordinance; this is an implementation strategy per the City of Mesa General Plan. If approved by Council, staff will commence the update after 7/1/05. <p><u>Questions:</u></p> <ul style="list-style-type: none"> Who shall conduct the update? A consultant will be hired to perform the update; staff does not have the resources to complete such a project with the current workload. Will the City seek input from the community? Yes, the Planning Division and the contracted consultant will seek input from the community. One suggestion was to gauge our current concerns with the existing ordinance prior to commencing any changes to ensure any changes mark improvement. <p>C. Zoning Hearing Officer</p> <ul style="list-style-type: none"> Staff is working on a proposal for this position that should be completed by the end of this summer. <p>D. Design Review Process</p> <ul style="list-style-type: none"> The January changes made seem to be working quite well. Planning is reviewing an improvement whereby applications are reviewed by the board upon first submission for board feedback. <p><u>Questions:</u></p> <ul style="list-style-type: none"> Has staff reviewed the potential for first time board submissions being approved? It has been discussed and is under review. There seems to be a lot of overlap in the Planning and Zoning processes. The Planning Director (John Wesley) and some of the attendees agreed to meet offline to discuss Planning processes and overlap. 	

<p>04.13.05.VII</p>	<p>Sub-Area Plans</p> <p>A. Lehi</p> <ul style="list-style-type: none"> • The Planning Division is working very closely with the Lehi area residents on the sub-area plan. <p>B. Mesa Grande</p> <ul style="list-style-type: none"> • The residents in this area initiated the process, but this is currently on hold. <p>C. Falcon Field</p> <ul style="list-style-type: none"> • This area is also discussed in the General Plan due to the potential for economic development. • The sub-area plan will start in June; the Planning Division will be working with the area property and business owners to draft this plan. 	
<p>04.13.05.VIII</p>	<p>Building Safety Division Changes – Status</p> <p>A. Managerial Reorganization</p> <ul style="list-style-type: none"> • The Building Safety Division (BSD) surveyed its supervision, and is seeking improvement through reorganization. • Management changes include: Dave Harding, Deputy Building Safety Director will now manage the inspections workgroup at the East Mesa Service Center (EMSC); Steve Hether, Deputy Building Safety Director, will relocate to the downtown office (55 North Center Street) and manage the plan review workgroup; and Terry Williams will assume management of the Permit Services Center (including the Call Center). <p>B. Budget</p> <ul style="list-style-type: none"> • BSD has completed its biennial budget for fiscal years 2005/2006 and 2006 /2007. • A package offered to employees this year was a Voluntary Severance Package. This package targets the City’s shortfall, specifically in personnel by offering employees the opportunity to leave the City’s employ. The resultant should be salary savings throughout the City. <p>C. Code Review</p> <ul style="list-style-type: none"> • BSD is reviewing the Building Code, and will submit minor changes to City Council in June; the changes are due to grammar, typographical errors, and/or language corrections. • More specifically, the Division is working with the FD to clarify Group Home applications, and code amendments derived from the Building Board of Appeals (BBA) on service sinks and drinking fountains in Group B & M occupancies. <p>D. Fee Schedule</p> <ul style="list-style-type: none"> • BSD is also working to simplify its schedule of fees and charges. • The crux of the simplification will change calculation from a tiered system to a valuation-based method. • The ultimate goal is for the customers to access the fee schedule and easily estimate a project’s fees. • Fees within the schedule will change (up and down), but the bottom line will remain the same. 	

	<p>E. Special Forum Workshop (Fees)</p> <ul style="list-style-type: none"> • A special forum session will be held in May to discuss the fee schedule simplification. • The Division's target is to submit the new schedule to the General Development Committee (GDC) in May, City Council in June, and implement in July. <p>F. Renovation (55 North Center Street)</p> <ul style="list-style-type: none"> • The renovation is under way, with bids submitted last week. • The construction already in progress in and around the building is the extension of the Mesa Arts Center (MAC) chilled water line, which will be used to cool the building. • The bids will be submitted to Council next month for approval. 	
<p>04.13.05.IX</p>	<p>Open Discussion</p> <p>A. Construction Site Fire Access</p> <ul style="list-style-type: none"> • The FD has created a draft interpreting the code regarding construction site access during construction/demolition. • The FD suggests that access has diminished over time, and the FD in collaboration with BSD wants to ensure adequate access. <p><u>Questions:</u></p> <ul style="list-style-type: none"> • In the past, this has not been strictly enforced, and this will be a great burden on the development community. • This will greatly affect the developers and halt the industry, some of the attendees would like to discuss this further prior to a drastic change is implemented. • The City of Mesa should survey other local cities regarding access and enforcement. • The FD will solicit additional input from the development community, and set up a meeting if necessary. <p>B. Potential Fee Increase (Planning Division)</p> <ul style="list-style-type: none"> • The Planning Division is proposing changes to their fee schedule. • Increases are proposed for general plan amendments, annexation fees, and 20% across the board in all other areas. • The Planning Division will submit the proposal to the Finance Committee on 4/14/05. • There is still an opportunity to discuss these proposed changes, and the Planning Division will participate in the special forum workshop in May to solicit development community input. <p>C. Improved Address Search (Planning Division)</p> <ul style="list-style-type: none"> • The Planning Division has made improvements to the City of Mesa website address search capabilities. • Additional improvements are planned including a link to geographic information system (GIS) maps; once the improvements are completed the Division will make a presentation to the forum. <p>D. Council will be looking for input in the near future on two related issues, infill policies and redevelopment of infill land. Specifically, information on barriers to such development will be explored.</p>	