



## DEVELOPMENT ADVISORY FORUM

### RESIDENTIAL/COMMERCIAL DEVELOPMENT INDUSTRY

Wednesday, February 17, 2016  
7:30 to 9:00 A.M.

City Council Chambers, Lower Level Conference Room  
57 E. 1<sup>st</sup> Street

### MINUTES

#### 1. Welcome and Introductions

Christine Zielonka

Christine opened the meeting at 7:30 a.m. with a welcome and introductions.

#### 2. New Permitting/Land Development/Business Registry

Lauren Lupica

##### Development Information Management Enterprise Solution (DIMES)

The DIMES implementation is scheduled to go live on July 5, 2016. We are planning on converting all information over from Tidemark during the previous weekend. We will be requesting architects and engineers to assist with testing, along with some practice plans to be submitted before we go live. If the demand is there, we will provide training for our customers after the system is up and running.

#### 3. Sign Ordinance Update

Gordon Sheffield

The Sign Ordinance is being updated in two phases. The first phase will incorporate changes to our temporary sign regulations and modify the organization and format of the code in an attempt to simplify the online navigation system. Gordon explained that in light of a recent Supreme Court decision, the organizing principles of the sign ordinance are in need of revision, and the assumptions used in developing the regulations will need to be fundamentally changed. New concepts and policies will be proposed to City Council to address these issues. Some changes being proposed will relate more directly to aesthetics, safety, numbers, and sizes, etc. Other policy options will be limited to just safety issues, and be less aesthetically oriented. Christine added that we will be taking the proposal to Council later this Spring for discussion, with a goal of having a final draft of the Update prepared for Council consideration by this summer, and that we will be looking for input from the development community.

#### 4. Quality Design Guidelines

John Wesley

Handouts were provided that outlined the proposed Quality Design Guidelines that have been drafted to date. The city is in the process of developing these guidelines that will increase the quality of developments in the city. The regulations will include landscaping design materials, building materials, architectural design, safety issues, climate appropriate, integrative pattern development, etc. These guidelines will help to provide a more useable and sustainable project for long-term developments. We welcome any suggestions and feedback from the boards and development community. These guidelines will not be adopted as part of the Zoning Ordinance, but will be a separate set of design guidelines.

One of the developers brought to light an issue that should be addressed in the guidelines. Christine noted that this is the type of input we are looking for from the community and developers.

## 5. Engineering Design Standards

Stephen Ganstrom

We are currently working on a master plan update that will incorporate several changes. Some proposed changes include; 5' wide sidewalks on all streets, as opposed to the current 4' requirement, and a 36" requirement for utility areas located in the right-of-way and PUE. Multi-family trash collection issues are also being addressed. This change will affect all new developments. The design standards will be continuously updated as they become available and approved. The major update will include active links. Christine pointed out that Engineering is welcoming comments from the development community, and suggested that developers have their engineers look at it and provide input. The draft will be available today, and we will be taking comments through the end of the month.

## 6. Storm Water Pollution Prevention on Construction Sites

Lauren Whittaker/  
Derek Castaneda

Lauren discussed various dust and storm water issues in relation to new developments. The City has an ordinance relating to these requirements, and there are also requirements at the County, State, and Federal level. Permits are required for dust control and storm water on certain projects. These permits are required when submitting for building or grading permits. Derek discussed inspection of air and water quality issues on construction sites. Our intent is to educate the developers and get voluntary compliance so that citations can be avoided. Derek explained that our goal is to keep soil onsite and not in the street, and he outlined different aspects and practices being used during the construction process. The Low Impact Development Toolkit was provided, which is intended to guide the city, its businesses and residents toward more sustainable storm water design practices. Water can be managed in a way that reduces the impact of built areas by reducing pollution and flooding while providing additional benefits. It is a sustainable approach that utilizes the landscape to absorb storm water runoff in order to reduce offsite flows that can contribute to the pollution of natural waterways, urban flooding, and infrastructure costs. Engineering has links in the [2015 Engineering and Design Standards](#).

## 7. Levels of Activity

John Wesley/Steve Hether

John stated that Planning activity levels have been steadily increasing and that we have doubled the types of projects from last year. Steve Hether remarked that we have had an 83% increase in house permits this year, which is the highest since 2008. He added that we have been seeing a significant amount of TI's in strip centers.

## 8. Open Discussion

There was a discussion on what types of essential services that are available in Development Services and Customer Services on Fridays from 8:00 a.m. until 12 p.m. and that full service is available Monday through Thursday from 7a.m. to 6p.m. Currently there isn't a plan for the City to revert back to a full five-day work week.

**Meeting adjourned at 8:53 a.m.**

Kari Kent, Deputy City Manager	480-644-4567	karolyn.kent@mesaaz.gov
Christine Zielonka, Development Services, Director	480-644-4567	christine.zielonka@mesaaz.gov
Steve Hether, Dev Services, Deputy Director	480-644-2039	steve.hether@mesaaz.gov
Laura Hyneman, Dev Services, Deputy Director	480-644-3844	laura.hyneman@mesaaz.gov
John Wesley, Planning Director	480-644-2181	john.wesley@mesaaz.gov
Beth Hughes-Ornelas, Dev Services, Deputy Director	480-644-3254	beth.hughes-ornelas@mesaaz.gov
Bill Jabjiniak, Economic Development Director	480-644-3561	william.jabjiniak@mesaaz.gov
Gordon Sheffield, Zoning Administrator	480-644-2199	gordon.sheffield@mesaaz.gov
Beth Huning, City Engineer	480-644-2512	beth.huning@mesaaz.gov
Lenny Hulme, Transportation Director	480-644-3125	lenny.hulme@mesaaz.gov
Erik Guderian, Deputy Transportation Director	480-644-3123	erik.guderian@mesaaz.gov
Sabine Ellis, City Traffic Engineer	480-644-5641	sabine.ellis@mesaaz.gov
Richard Kochanski	480-644-5950	richard.kochanski@mesaaz.gov
Kevin Bush	480-644-5174	kevin.bush@mesaaz.gov