



**City of Phoenix**

**Development Advisory Board Meeting Minutes  
Thursday, March 20, 2008**

**DAB Members Present**

Haley Balzano  
Ben Barcon  
Rus Brock  
Gary Corcoran  
Bernie Deutsch  
Herbert Hacker  
John Hart

Barbara Koffron  
Larry Litchfield  
John Mackay  
Alex Reynoso  
Ken Roth  
Paul Scott  
Steve Sheldon

**DAB Members Absent**

Peter Hemingway  
Jason Morris  
Ben Patton  
Darrell Wilson

**Ex-Officio's Present**

Roy Nourse, Planning  
Michael Hamblin, Law  
Chaun Hill, Streets

Nazario Prieto, WSD  
Sam McAllen, NSD  
Tom Wandrie, DSD

**Ex-Officio's Absent**

**City of Phoenix Staff**

Derek D. Horn, DSD  
Deb Richardson, DSD  
Lionel Lyons, DSD  
Mo Glancy, DSD  
Andy Granger, DSD  
Cindy Stotler, DSD

Pam Hibbs, DSD  
Marchelle Franklin  
Dennos Murphy, CMO  
Denée McKinley, DSD  
Ben Ferguson, DSD

**Others in Attendance**

Dave McMaster, HBACA  
Bill Scott, Abilities Unlimited  
Dave Bone, TPI

**1. Call to order:**

Paul Scott, DAB Chairperson, convened the meeting at 3:06 p.m.

**2. Approval of February 21, 2008 minutes.**

A **MOTION** was made by John Hart and **SECONDED** by Barbara Koffron to approve the February 21, 2008 meeting minutes. **MOTION CARRIED UNANIMOUSLY.**

**3. Call to the Public (No Board Discussion)**

It was noted that private citizen, Bill Scott requested to speak to the Board regarding item number eight.

**4. Subcommittee Reports:**

**Process and Procedures**

Ben Barcon: The subcommittee met on March 7, 2008 and discussed the following items:

- Third Party Plan Review
- Expedited Civil Review Process

The next scheduled meeting is April 14, 2008.

**Fiscal and Performance**

Russ Brock: The March 13, 2008 meeting was cancelled due to lack of quorum. The next meeting is scheduled for Thursday, April 17, 2008.

Project Simple:

Bernie Deutsch: The subcommittee met on March 7, 2008 and discussed the following items:

- Workshop- Next Steps & Future Workshops
  - ↳ Field Inspections
  - ↳ Opportunity for Staff to provide feedback on first workshop

The next scheduled meeting is April 4, 2008.

Electronic Plan Review

Paul Scott: The subcommittee did not have a meeting. However, Paul Scott informed the Board that Phoenix might be leading the charge in Electronic Plan Review. The Subcommittee could not locate any jurisdiction that is doing any more than the City of Phoenix is doing in terms of electronic plan review. The next scheduled meeting is Thursday, April 17, 2008.

Residential Fire Sprinklers:

Ken Roth: Nothing to Report. Paul Scott asked Ken Roth about any status of City fire sprinkler requirements on residential projects. Ken responded with information that incentives are given to developers of subdivisions who chose to provide residential fire sprinklers in all of the houses within a subdivision. Currently the types of incentives are still in discussion.

Technical:

Herb Hacker: Nothing to Report. Next meeting April 25, 2008.

Water:

Aaron LaRoque: Nothing to report.

**5. Update, information and discussion and possible action in regards to the **department's financial status:****

Cindy Stotler gave a brief overview with Power Point presentation of the Department's financial status. She informed the Board that the department has been working with Elliott Pollack & Company in attempting to narrow down a forecast of development to project revenues for the department. reductions within the department and described expected expenditure estimates.

The next steps for the department include identifying additional reductions, including further job cuts given the expected decline in commercial construction revenues. Ms. Stotler informed the board that the department is reviewing current fees and options for increasing valuations on a phased basis in production/custom homes while ensuring proper fee application by staff.

**6. Update, information and discussion on **Office of Customer Advocacy:****

Denée McKinley, Administrator of the Office fo Customer Advocacy provided the Board with an update of the office and its activities.

**7. Update, Information and discussion on **website usage for plan review activities.****

Deputy Development Services Director, Mo Glancy, began discussion with a brief update and a presentation on electronic plan review and permitting. Mr. Glancy provided information to the current residential permits available online, how many of the permits were submitted online from 2005 to 2007

and the process that takes place when plans are submitted online. He stated that although there are some difficulties with electronic plan review Phoenix is on the leading edge when it comes to residential plot plan review. He informed the Board that electronic plan review is used in conjunction with the Aviation Department for sound mitigation permits.

**8. Update, Information and discussion and possible action regarding the Technical Subcommittee item – Areas of Refuge**

Vice Chair, Larry Litchfield gives the Board a brief update on the possible decision of the Technical Subcommittee's exploration of the building code as it relates to areas of refuge and those with disabilities. The Technical Subcommittee and staff would like feedback on this issue. A discussion among Board members was held. The Staff Liaison, Derek D. Horn, recommended that the Technical Subcommittee review this item.

**8.1 Call To The Public**

A comment card was received from resident, Bill Scott. Mr. Scott stated that he wished to speak to the Board in two capacities, that of a person with disabilities and the Chairperson for the Disabilities Act and Review Advisory Committee of the National Fire Protection Association. Mr. Scott spoke to the Board in support of the areas of refuge required by current code and requested that the Board endorse it. He strongly urged the Board to endorse the continuation of areas of refuge building code.

**9. Update, Information and discussion and possible action regarding DAB members intentions to meet new Council members.**

Staff Liaison, Derek D. Horn, informed the Board that the City has new elected officials and suggested that if any of the Board members would like to get to know their elected officials, to contact their office to schedule an appointment to meet them.

**10. Update, Information and discussion and possible action regarding the Development Advisory Board subcommittees**

Paul Scott asked the Board members to review the subcommittees list and asked that if any of the Board members would like to participate on a subcommittee to contact him or staff. Derek D. Horn informed the Board the quorum requirements. It was recommended that since the quorum must be 50 percent plus one, then the optimal subcommittee member standard is a 5/3 or 7/4 ratio.

**11. Discussion of future agenda items:**

The Board discussed the suggestions of the following future agenda items:

- Promoting Development within the City

**12. Adjournment:**

**MOTION** was made by Larry Litchfield seconded by Barbara Koffron to adjourn the March 20, 2008 meeting. **MOTION CARRIED UNANIMOUSLY**

Meeting adjourned at 4:35 p.m.

Minutes Prepared by: Deb Richardson, Secretary III