

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

December 2, 2021 / 6:00 PM

**COUNCIL CHAMBERS
16000 North Civic Center Plaza
Surprise, AZ 85374**

CALL TO ORDER.

Chair Dennis Bash called the Planning and Zoning Commission Meeting to order at 6:00 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on December 2, 2021.

A. ROLL CALL

In attendance was Chair Dennis Bash, Vice Chair Kevin Sartor, Commissioner Ken Chapman, Commissioner Dennis Smith, Commissioner Mitchell Rosenbaum, Commissioner Matthew Keating and Commissioner Jared Holland.

STAFF PRESENT:

Ellen VanRiper, Chief Deputy City Attorney; Chris Boyd, Community Development Director; Lloyd Abrams, Assistant Director of Community Development; Jason Moquin, Planning Manager; Chris Sexton, Current Planner; Leslie Carnie, Current Planner; Sergio Angulo, Current Planner; Donna Bunch, Administrative Specialist Senior and Ashley Labhart, Planning and Zoning Secretary.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

Mr. Boyd announced Community Development related staffing changes and advised there will not be a December 16, 2021 Planning and Zoning Commission meeting as a result of no scheduled agenda items.

D. STAFF REPORT

None.

CALL TO THE PUBLIC:

Chair Bash opened the call to the public to discuss any items not listed on the agenda.

Hearing no requests, Chair Bash closed the call to the public.

CONSENT AGENDA:

Item 1 – Internal – Consideration and action to approve or disapprove the November 18, 2021 Planning and Zoning Commission Minutes.

Commissioner Smith made a motion to approve the November 18, 2021, Planning and Zoning Commission Minutes as presented.

Commissioner Rosenbaum seconded the motion. Motion passed with 7 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

ITEM: 2 – District 5 - Consideration and action regarding a Use-Only CUP for Dunkin' Donuts & Federico's Drive-Through businesses. Case FS21-546

Sergio Angulo, Current Planner, presented item 2 to the Commission.

Chair Bash opened the public hearing.

Hearing no requests, Chair Bash closed the public hearing.

The Commission discussed the following:

- Traffic circulation
- Access
- Parking encumbrance

Commissioner Rosenbaum made a motion to approve the Use-Only Conditional Use Permit for Dunkin' & Federico's Drive-Thru subject to stipulations "a" through "d" as outlined in the staff report. Vice Chair Sartor seconded the motion. Motion passed with 7 votes in favor.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

ITEM: 3 – District 4 - Consideration and action regarding a Site Plan for Sunnyside Townhomes. Case FS20-757

Chris Sexton, Current Planner, presented item 3 to the Commission.

The Commission discussed the following:

- Traffic circulation
- Ingress/egress
- Traffic study
- Benefit to project location

Vice Chair Sartor made a motion to approve the Site Plan for Sunnyside Townhomes, subject to stipulations "a" through "f".

Commissioner Holland seconded the motion. Motion passed with 7 votes in favor.

OTHER BUSINESS:

Item G – Other Business and Future Agenda Items.

None.

ADJOURNMENT:

Hearing no further business, Chair Bash called for a motion to adjourn. Commissioner Chapman made a motion to adjourn, Commissioner Smith seconded the motion. All voted in favor.

Meeting adjourned at 6:19 P.M.

Dennis Bash
Planning and Zoning Commission Chair

The foregoing instrument is a full, true and correct copy of the original document on file in the office of the City Clerk, City of Surprise, Arizona.

ATTEST BY: _____
Ashley Labhart, Commission Secretary

DATE: _____