

**CITY OF SURPRISE  
PLANNING AND ZONING COMMISSION**

**MEETING MINUTES**

**June 18, 2020 / 6:00 PM**

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

**CALL TO ORDER.**

Chair Matthew Keating 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 June 18, 2020.

**A. ROLL CALL**

In attendance was Chair Matthew Keating, Commissioner Mitchell Rosenbaum, Commissioner Ken Chapman, Commissioner Dennis Smith, and Commissioner Gisele Norberg. Vice-Chair Dennis Bash and Commissioner Scott Krous had an excused absence.

**STAFF PRESENT:**

Robert Wingo, City Attorney; Chris Boyd, Community Development Director; Lloyd Abrams, Assistant Community Development Director; Hobart Wingard, Current Planner; Shirley Phan, Current Planner and Ashley Labhart, Planning and Zoning Secretary.

**COUNCIL MEMBERS PRESENT:**

None.

**B. PLEDGE OF ALLEGIANCE**

**C. CURRENT EVENTS REPORT**

Mr. Boyd reminded the Planning and Zoning Commission there are no items on the agenda for the July 2, 2020 Planning and Zoning meeting, as a result, the meeting has been canceled.

**D. STAFF REPORT**

None.

**CALL TO THE PUBLIC:**

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

Hearing no comments, Chair Keating closed the call to the public.

**CONSENT AGENDA:**

**Item 1 – Internal – Consideration and action to review and approve or disapprove the June 4, 2020, Planning and Zoning Commission Minutes.**

Commissioner Smith made a motion to approve the June 4, 2020, Planning and Zoning Commission Minutes as presented.

Commissioner Rosenbaum seconded the motion. Motion passes with 5 votes in favor.

**REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:**

**ITEM: 2 – District 4 - Consideration and action regarding a Conditional Use Permit to allow for a new self-storage facility (Platinum Storage) within the Surprise Heritage District- Commercial Overlay (SHD-CO) generally located south of Bell Road and west of El Mirage Road. FS19-750 Platinum Storage CUP.**

Shirley Phan, Current Planner, presented item 2 to the Commission.

Chair Keating opened the public hearing.

Hearing no comments, Chair Keating closed the public hearing

Chair Keating made a motion to approve the Conditional Use Permit to allow for a new Platinum Storage Facility within the Surprise Heritage District- Commercial Overlay (SHD-CO) generally located south of Bell Road and west of El Mirage Road, subject to stipulations “A” through “E” as outlined in the staff report.

Commissioner Rosenbaum seconded the motion. Motion passes with 5 votes in favor.

The Commission discussed the following:

- Building length
- Security camera system
- SUDC as it pertains to parking

**REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:**

**ITEM: 3 – District 6- Consideration and action regarding a Site Plan to allow for a new United Construction Group Manufacturing Facility on Lot 3A of the Re-Plat of Desert Cove Commercial Park Lot 2 & 3 Amended Final Plat in the Desert Cove PAD generally located north of Peoria Avenue and east of Litchfield Road. FS19-771 United Construction Group Site-Plan**

Shirley Phan, Current Planner, presented item 3 to the Commission.

Commissioner Chapman made a motion to approve the Site Plan to allow for a new United Construction Group Manufacturing Facility on Lot 3A of the Re-Plat of Desert Cove Commercial Park Lot 2 & 3 Amended Final Plat in the Desert Cove PAD generally located north of Peoria Avenue and east of Litchfield Road, subject to stipulations “A” through “E” as outlined in the staff report.

Chair Keating seconded the motion. Motion passes with 5 votes in favor.

The Commission discussed the following:

- PAD changes
- Approval process
- Items to be stored
- Perimeter wall height
- Canopy cover
- Aesthetics
- Vehicle parking

**ITEM: 4 – District 5 - Consideration and action pertaining to the approval of a Site Plan for Marriott Springhill Suites at Surprise Center, generally located west of the northwestern corner of Civic Center Drive and Elm Street. FS19-871 -- Marriott Springhill Suites at Surprise Center**

Hobart Wingard, Current Planner, presented item 4 to the Commission

Commissioner Rosenbaum made a motion to approve a Site Plan for Marriott Springhill Suites at Surprise Center, generally located west of the northwestern corner of Civic Center Drive and Elm Street, subject to stipulations “A” through “F” as outlined in the staff report.

Commissioner Norberg seconded the motion. Motion passes with 5 votes in favor.

The Commission discussed the following:

- Access from Elm Street
- Landscaping

**ITEM: 5 – District 6 - Consideration and action pertaining to the approval of a Site Plan for Project Baxter at Surprise Pointe, generally located on the northeastern corner of Litchfield and Sweetwater Roads subject to Conditions “A” through “E”. FS20-254 Project Baxter at Surprise Pointe Site Plan.**

Hobart Wingard, Current Planner, presented item 5 to the Commission.

Commissioner Norberg made a motion to approve a Site Plan for Project Baxter at Surprise Pointe, generally located on the northeastern corner of Litchfield and Sweetwater Roads, subject to Conditions “A” through “E” as outlined in the staff report.

Chair Keating seconded the motion. Motion passed with 5 votes in favor.

The Commission discussed the following:

- E-commerce retail
- Sales tax
- Expedited permit process
- Traffic lights and traffic flow
- Route for truck traffic

**OTHER BUSINESS:**

**Item G – Other Business and Future Agenda Items.**

Commissioner Smith asked Mr. Boyd to provide numbers for total single family residences and multi-family residences that have been approved within the City of Surprise for FY20, as well as the number currently plotted for FY21. Mr. Boyd let the Commission know the information will be compiled and brought back to the Commission as requested.

**ADJOURNMENT:**

Hearing no further business, Chair Keating made a motion to adjourn the Planning and Zoning Commission meeting. Commissioner Smith seconded the motion.

Meeting adjourned at 6:32 P.M.

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Matthew Keating  
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: \_\_\_\_\_