

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

November 21, 2019 / 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 November 21, 2019.

A. ROLL CALL

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

STAFF PRESENT:

Ellen Van Riper, Chief Deputy City Attorney; Chris Boyd, Acting Community Development Director; Lloyd Abrams, Assistant Community Development Director; Robert Kuhfuss, Current Planning Supervisor; Martin Lucero, Transportation Planning Manager; Sergio Angulo, Planner II; Joshua Mike, Planner II; and Commission Secretary, Nichole Flores.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

Mr. Boyd shared discussion and presentation on pools will be brought back on December 5, 2019 and on December 19, 2019, an Overview of Development requirements for Single Family Residential subdivisions that are not a PAD. Discussed CD related staffing changes.

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 November 7, 2019, Planning and Zoning Commission Minutes.

Commissioner Smith made a motion to approve the November 7, 2019, Planning and Zoning Minutes as presented. Commissioner Rosenbaum seconded the motion. Motion passes with 6 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – District 6 – Consideration and action on a Conditional Use Permit for a new retail building with a drive-through facility located west of the southwest corner of Litchfield Road and Waddell Road in the Marley Park PAD.

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

Chair Keating opened the public hearing.

Hearing no comments, Chair Keating closed the public hearing.

The Commission discussed the following:

- Tenants
- Drive-thru traffic

Commissioner Smith made a motion to approve a Conditional Use Permit for a new retail building with a drive-through facility located west of the southwest corner of Litchfield Road and Waddell Road in the Marley Park PAD subject to stipulations “A” to “E”. Commissioner Norberg seconded the motion. Motion passes with 6 votes in favor.

Item 3 – Citywide – Presentation and discussion regarding a Major Amendment to the Surprise General Plan 2035

Joshua Mike, Planner II, presented item 3 to the Commission.

Chair Keating opened the public hearing.

Hearing no comments, Chair Keating closed the public hearing.

The Commission discussed the following:

- Timelines for Commuter Railroad

Vice-Chair Bash made a motion to recommend approval of the major amendment to the General Plan 2035. Commissioner Krous seconded the motion. Motion passes with 6 votes in favor.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

None.

OTHER BUSINESS:

Item G – Internal - Discussion pertaining to future agenda items.

None.

ADJOURNMENT:

Hearing no further business, Vice-Chair Bash made a motion to adjourn the Planning and Zoning Commission meeting. Commissioner Krous seconded the motion.

Meeting adjourned at 6:23 p.m.

Chris Boyd
Acting Community Development Director

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: _____
Nichole Flores, Commission Secretary

DATE: _____