

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

June 20, 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 June 20, 2019.

A. ROLL CALL

In attendance were Chair Matthew Keating, Vice Chair Dennis Bash, Commissioners Mitchell Rosenbaum, Gisele Norberg, Dennis Smith and Scott Krous. Commissioner Ken Chapman was absent.

STAFF PRESENT:

Interim Community Development Director Chris Boyd, Chief Deputy City Attorney Ellen Van Riper, Current Planning Supervisor Robert Kuhfuss, Planner Hobart Wingard, Administrative Assistant Nichole Flores and Zoning Commission Secretary Lorraine Nevarez.

COUNCIL MEMBERS PRESENT:

Council Member Chris Judd

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

None.

D. STAFF REPORT

Mr. Boyd informed the Commission of a groundbreaking ceremony for an Veterans Reflection Circle at the Northwest Regional library in honor of late Surprise resident and veteran. This is scheduled for June 24, 2019 at 9:00 AM.

Mr. Boyd shared there would be no Planning and Zoning meeting on July 4, 2019 and there would be Chair and Vice Chair elections held on July 18, 2019. Also, Mr. Boyd noted that at a forthcoming meeting an ownership group affiliated with Surprise Center will give a presentation regarding the City Center Master Plan.

CALL TO THE PUBLIC:

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

Andy Cepon, resident, shared with the commission that a training regarding Planning and Zoning would be forthcoming through the League of Arizona Cities and Towns.

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

CONSENT AGENDA:

Item 1 – Internal – Consideration and action approving the June 6, 2019 Planning and Zoning Commission Minutes.

Commissioner Smith made a motion to approve the June 6, 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 regarding a Major Site Plan Amendment for U.S. Door and Building Components.

Hobart Wingard, Planner, presented item 2 to the Commission.

The Commission discussed the following:

- Parking Structure
- Development Timeframe

Vice Chair Bash Made a motion to approve a major Site Plan Amendment for U.S. Door and Building Components subject to stipulations “a” through “c” as stated in the staff report. Commissioner Norberg seconded the motion. Motion passes with 6 votes in favor.

Item 3 – District 5 – Consideration and action pertaining to approval of the Site Plan for Tire Works at Civic Center at Surprise Center, generally located on the northwestern corner of Civic Center Drive and Elm Street.

Hobart Wingard, Planner, presented item 3 to the Commission.

The Commission discussed the following:

- Surprise 2030 Plan
- Downtown development

Chair Keating noted it would be best to have an Executive Session for additional clarification.

Chair Keating made a motion to recess to Executive Session. Vice Chair Bash seconded the motion. Motion passes 6 votes in favor.

Commission adjourned into Executive Session at 6:21 p.m.

Commission reconvened at 6:35 p.m.

The Commission continued discussing the following:

- Site location
- Character of the structure
- Water Inspections
- Stipulation C

Chair Keating made a motion to approve a Site Plan for Tire Works at Civic Center at Surprise Center, generally located on the northwestern corner of Civic Center Drive and Elm Street, subject to stipulations “a” through “e” as stated in the staff report. Commissioner Norberg seconded the motion.

Motion passes with 4 votes in favor, 1 against (Commissioner Smith), 1 abstention (Commissioner Rosenbaum).

OTHER BUSINESS:

Item 4 – Internal - Discussion pertaining to future agenda items.

Vice Chair Bash asked that information regarding the training from League of Arizona Cities and Towns be shared with the commission via email.

ADJOURNMENT:

Hearing no further business, Commissioner Smith made a motion to adjourn the Planning and Zoning Commission meeting. Vice Chair Bash seconded the motion. Motion passes 6 in favor.

Meeting adjourned at 6:45 p.m.

Chris Boyd
Interim 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:

Lorraine Nevarez, Commission Secretary

DATE:
