

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

May 18, 2023 / 6:00 PM

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

CALL TO ORDER.

Vice Chair Jared Holland 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 May 18, 2023.

A. ROLL CALL

In attendance were Vice Chair Jared Holland, Commissioner Mitchell Rosenbaum, Commissioner Matthew Keating, Commissioner Dennis Bash, and Commissioner Ken Chapman. Chair Kevin Sartor and Commissioner Dennis Smith had an excused absence.

STAFF PRESENT:

Ellen Van Riper, Chief Deputy City Attorney; Lloyd Abrams, Director of Community Development; Tiffany Copp, Assistant Director of Community Development; Trever Fleetham, Current Planner; Leslie Carnie, Current Planner; Chris Sexton, Current Planner; Tanner Wessel, Current Planner, and Alyssa Carpenter Planning and Zoning Secretary

COUNCIL MEMBERS PRESENT:

Councilman Ken Remley.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

None.

D. STAFF REPORT

None.

CALL TO THE PUBLIC:

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

Hearing no requests, Vice Chair Holland closed the call to the public.

CONSENT AGENDA:

Item 1 – Internal – Consideration and action to approve or disapprove the May 4, 2023 Planning and Zoning Commission Regular Meeting Minutes.

Commissioner Chapman made a motion to approve the May 4, 2023, Planning and Zoning Commission Regular Meeting Minutes as presented. Commissioner Rosenbaum seconded the motion. Motion passed with 5 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – District 6 – Consideration and action regarding a Conditional Use Permit with Site Plan for a Marley Park Square Lot 11 retail shell building with drive-through facility. Case FS22-0784

Leslie Carnie, Current Planner, presented item 2 to the Commission.

Vice Chair Holland opened the public hearing.

Hearing no requests, Vice Chair Holland closed the public hearing.

The Commission discussed the following:

None.

Commissioner Rosenbaum made a motion to approve Conditional Use Permit with Site Plan for Marley Park Square Lot 11 subject to stipulations “a” through “e”. Commissioner Bash seconded the motion. Motion passed with 5 votes in favor.

Item 3 – District 6 – Consideration and action regarding a Conditional Use Permit with Site Plan for a Marley Park Square Lot 12 retail shell building with drive-through facility. Case FS22-1182

Leslie Carnie, Current Planner, presented item 3 to the Commission.

Vice Chair Holland opened the public hearing.

Hearing no requests, Vice Chair Holland closed the public hearing.

The Commission discussed the following:

None.

Commissioner Bash made a motion to approve Conditional Use Permit with Site Plan for Marley Park Square Lot 12 subject to stipulations “a” through “e”. Commissioner Chapman seconded the motion. Motion passed with 5 votes in favor.

Item 4 – District 6 – Consideration and action regarding a Conditional Use Permit with Site Plan for a drive-through facility at an existing Café Rio restaurant generally located on the northwest corner Litchfield Rd. and Waddell Rd. Case FS22-0946

Leslie Carnie, Current Planner, presented item 4 to the Commission.

Vice Chair Holland opened the public hearing.

Hearing no requests, Vice Chair Holland closed the public hearing.

The Commission discussed the following:

- Traffic flow circulation and adding stop signs or appropriate signage

Commissioner Keating made a motion to approve the Conditional Use Permit for the Café Rio drive-through addition, generally located on the northwest corner of Litchfield Rd. and Waddell Rd., subject to stipulations “a” through “e”. Commissioner Bash seconded the motion. Motion passed with 5 votes in favor.

Item 5 – Citywide – Consideration and action pertaining to a Zoning Text Amendment (ZTA) to the Surprise Land Development Ordinance (LDO) to revise standards for active single-family residential signs and model home complex signs. Case FS23-0189.

Tanner Wessel, Current Planner, presented item 5 to the Commission.

Vice Chair Holland opened the public hearing.

Jackson Moll, the Chief Executive Officer of the Home Builders Association of Arizona, addressed the Commission regarding off-property signs

Hearing no further requests, Vice Chair Holland closed the public hearing.

The Commission discussed the following:

- Off-site signage clutter with no minimum distance requirement between signs

Commissioner Keating made a motion to recommend approval to the City Council of the proposed Zoning Text Amendment to the Surprise Land Development Ordinance to revise standards for active single-family residential signs and model home complex signs with the exception of the off-site signage. Commissioner Chapman seconded the motion. Motion passed with 5 votes in favor.

Item 6 – District 6 – Consideration and action regarding a rezone from split zoning of Community Commercial (C-2)/Rural Residential (RR) to exclusively Community Commercial (C-2). The vacant parcel is approximately 2.66 acres and generally located southwest of the intersection of 163rd Avenue and Grand Avenue. Case FS21-552

Leslie Carnie, Current Planner, presented item 6 to the Commission.

Vice Chair Holland opened the public hearing.

Mike Ouellett, Surprise, AZ – Received email letter, read into the record. Concerns were regarding preserving the Maricopa Trail and including proper stipulations to have appropriate signature, trail markings, and bike line paths.

Hearing no further requests, Vice Chair Holland closed the public hearing.

The Commission discussed the following:

- Staff comments on upcoming site plan to preserve the Maricopa Trail

Commissioner Rosenbaum made a motion to approve rezone from split zoning of Community Commercial (C-2)/Rural Residential (RR) to exclusively Community Commercial (C-2) subject to stipulations “a” and “b” as outlined in the staff report. Commissioner Bash seconded the motion. Motion passed with 5 votes in favor.

Item 7 – District 6 – Consideration and action regarding the Use-Only Conditional Use Permit (CUP) for a drive-through convenience restaurant located on Parcel C in the Bella Fiesta Commerce Center located at the northwest corner of Dysart Road and Bell Road. FS22-0441

Chris Sexton, Current Planner, presented item 7 to the Commission.

Vice Chair Holland opened the public hearing.

Hearing no requests, Vice Chair Holland closed the public hearing.

The Commission discussed the following:

None.

Commissioner Chapman made a motion to approve case FS22-0441, a Use-Only CUP for Bella Fiesta Commerce Center, subject to stipulations “a” through “d” as outlined in the staff report. Commissioner Keating seconded the motion. Motion passed with 5 votes in favor.

REGULAR AGENDA ITEM – NON-PUBLIC HEARING:

Item 8 – District 6 – Consideration and action pertaining to a Site Plan for Truman Ranch Marketplace Family & Senior Apartments, generally located at the southwest corner of Waddell Road and Cotton Lane within the Truman Ranch Marketplace PAD. (Case FS22-1418)

Trever Fleetham, Current Planner, presented item 8 to the Commission.

Vice Chair Holland gave opportunity for public comment.

Steve Truman, Redondo Beach, CA –

- Signage requirements
- Setback requirements
- Coverage on pedestrian walkways not in compliance with the PAD
- Parking setbacks
- Luke AFB letter

James Truman, Surprise, AZ –

- Original option 2 from 2008 Dominium conceptual plan is no longer an option
- 9 foot tall buffering wall rather than the proposed 6 foot tall wall
- Buffering trees, closer spacing and mature trees to create a better buffer between properties
- PAD mention citrus trees to match with the citrus farm, there are no citrus trees in the plans

There being no other requests, Vice Chair Holland concluded public comment.

The Commission discussed the following:

- Buffering wall 9 foot tall versus the proposed 6 foot tall wall
- Preserve historical value of the area

Commissioner Bash made a motion to approve the Site Plan for Truman Ranch Marketplace Family & Senior Apartments subject to stipulations 'a' through 'g' as outlined in the staff report. Commissioner Keating seconded the motion. Motion passed with 5 votes in favor.

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

None.

ADJOURNMENT:

Hearing no further business, Vice Chair Holland called for a motion to adjourn. Commissioner Bash made a motion to adjourn; Commissioner Rosenbaum seconded the motion. All voted in favor.

Meeting adjourned at 8:01 p.m.



Jared Holland
Planning and Zoning Commission Vice 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:



Alyssa Carpenter, Commission Secretary

DATE:

6/1/2023

