

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

June 15, 2023 / 6:00 PM

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

CALL TO ORDER.

Chair Kevin Sartor 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 15, 2023.

A. ROLL CALL

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

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; Chris Sexton, Current Planner; Seth Dyson; Director of Human Service & Community Vitality, Alyssa Carpenter; Planning and Zoning Secretary and Michelle Espie, Administrative Specialist.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

Lloyd Abrams awarded Chair Sartor a recognition plaque for his service as Chair for 2022 through 2023.

D. STAFF REPORT

None.

CALL TO THE PUBLIC:

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

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

CONSENT AGENDA:

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

Commissioner Bash made a motion to approve the June 1, 2023, Planning and Zoning Commission Regular Meeting Minutes as presented. Commissioner Chapman seconded the motion. Motion passed with 7 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – District 3 – Consideration and action pertaining to a zone change for approximately 12.9 acres on the northwest corner of Cactus Road and Cotton Lane from Regional Commercial (CR/C-3 and CR/PUD) to Residential High Density (R-3). Case FS22-1472.

Trevor Fleetham, Current Planner, presented item 2 to the Commission.

Chair Sartor opened the public hearing.

Paul Gilbert, Phoenix, AZ – Representing current landowner, in support of rezoning to R3 because commercial is not a fit use for this parcel.

Hearing no further requests, Chair Sartor closed the public hearing.

The Commission discussed the following:

- Proximity to adjacent school and related traffic
- Ingress/Egress easement ownership
- R3 is a more suitable fit for zoning due to access issues

Vice Chair Holland made a motion to recommend approval to the City Council of a zone change from Regional Commercial to Residential High Density for an approximately 12.9-acre site located on the northwest corner of Cactus Road and Cotton Lane subject to stipulations 'a' through 'c' as outlined in the staff report. Commissioner Rosenbaum seconded the motion. Motion passed with 7 votes in favor.

Item 3 – District 3 – Consideration and action pertaining to a Conditional Use Permit (CUP) with Site Plan for a vehicle service, minor repair facility, located within the Sierra Montana Planned Area Development (PAD). Case FS22-0587.

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

Chair Sartor opened the public hearing.

Hearing no requests, Chair Sartor closed the public hearing.

The Commission discussed the following:

- Bay doors face other commercial buildings instead of facing residential neighborhoods
- Noise study completed with bay doors open versus closed

Commissioner Rosenbaum made a motion to approve the case FS22-0587, a Conditional Use Permit with Site Plan for SWC Cotton & Greenway Auto Repair located within the Sierra Montana PAD at

Greenway & Cotton subject to stipulations 'a' through 'e' as outlined in the staff report. Vice Chair Holland seconded the motion. Motion passed with 7 votes in favor.

REGULAR AGENDA ITEM – NON-PUBLIC HEARING:

Item 4 – Citywide – Presentation and discussion pertaining to the draft of the Surprise General Plan 2040.

Jason Moquin, presented item 4 to the Commission.

The Commission discussed the following:

- Matrix in correlation to public schools and education

Item 5 – Citywide – Presentation and discussion pertaining to the results for the City of Surprise Housing Study.

Zakary Payne, presented item 5 to the Commission.

The Commission discussed the following:

- Interest rate impact on study
- Affordable housing measurements

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- Review landscape design guidelines within the city specifically pertaining to trees, bushes and other foliage making contact with individuals on sidewalks and in parking lots

ADJOURNMENT:

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

Meeting adjourned at 7:52 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
Alyssa Carpenter, Commission Secretary

DATE: 7/6/2023