

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

August 17, 2023 / 6:00 PM

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

CALL TO ORDER.

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 August 17, 2023.

A. ROLL CALL

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

STAFF PRESENT:

Jeffrey Murray, Deputy City Attorney; Lloyd Abrams, Director of Community Development; Tiffany Copp, Assistant Director of Community Development; Leslie Carnie, Current Planner; Chris Sexton, Current Planner; Trevor Fleetham, Current Planner; Alyssa Carpenter, Planning and Zoning Secretary and Michelle Espie, Administrative Specialist.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

None.

D. STAFF REPORT

None.

CALL TO THE PUBLIC:

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

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

CONSENT AGENDA:

Item 1 – Internal – Consideration and action to approve or disapprove the July 06, 2023 Planning and Zoning Commission Regular Meeting Minutes.

Commissioner Smith made a motion to approve the July 06, 2023, Planning and Zoning Commission Regular Meeting Minutes as presented. Commissioner Rosenbaum seconded the motion. Commissioner Bash abstained. Motion passed with 6 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – District 6- Consideration and action regarding the Conditional Use Permit and Site Plan for a Whataburger restaurant with drive-through facility located southeast of Litchfield Rd. and Waddell Rd. Case FS22-0897

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

Chair Holland opened the public hearing.

Hearing no requests, Chair Holland closed the public hearing.

The Commission discussed the following:

- Pedestrian crossing/sidewalks and safety measures
- Adequacy of Queuing Study

Commissioner Keating made a motion to approve the Conditional Use Permit and Site Plan for Whataburger (Case FS22-0897) subject to stipulations “a” - “e”. Commissioner Leonard seconded the motion. Motion passed with 7 votes in favor.

Item 3 – District 3- Consideration and action pertaining to the Conditional Use Permit (CUP) with Site Plan for a preschool, located within the Sierra Montana Planned Area Development (PAD). Case FS22-1515.

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

Chair Holland opened the public hearing.

Hearing no requests, Chair Holland closed the public hearing.

The Commission discussed the following:

- Traffic flow of drop off and pick up for children
- Pedestrian volume, age/maturity, crossings, routing, and access placement, utilization and adequacy of parking spaces
- Traffic congestion and safety concerns

Upon inquiry, the Applicant agreed to continue this matter to the September 7, 2023, Planning and Zoning Commission meeting.

Commissioner Chapman made a motion to continue case FS22-1515 to the Planning and Zoning Commission meeting scheduled for September 7, 2023. Commissioner Leonard seconded the motion. Motion passed with 7 votes in favor.

Item 4 – District 1- Consideration and action pertaining to a proposed Conditional Use Permit for a drive-through facility on Pad B of the Asante Retail Center, a property generally located at the northwest corner of 163rd Avenue and Pat Tillman Blvd. Case FS23-0039.

Trever Fleetham, Current Planner, presented item 4 to the Commission.
Chair Holland opened the public hearing.

Dave Marsh, Surprise, AZ- Requested the hours of operation and concerns of bringing traffic to the PAD

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

The Commission discussed the following:

- Queuing impact analysis
- Traffic flow and impact
- Conformity of any future site plan to the presented Conceptual Plan

Commissioner Keating made a motion to approve the Conditional Use Permit for Asante Pad B, located at the northwest corner of 163rd Avenue and Pat Tillman Blvd, case FS23-0039, subject to stipulations 'a' through 'c' as outlined in the staff report. Commissioner Rosenbaum seconded the motion. Motion passed with 7 votes in favor.

REGULAR AGENDA ITEM – NON-PUBLIC HEARING:

None.

OTHER BUSINESS AND FUTURE AGENDA ITEM:

None.

ADJOURNMENT

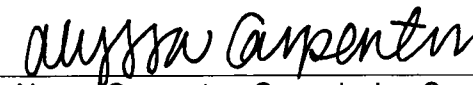
Hearing no further business, Chair Holland called for a motion to adjourn. Commissioner Rosenbaum made a motion to adjourn; Commissioner Bash seconded the motion. All voted in favor.

Meeting adjourned at 6:45 p.m.


Jared Holland
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:


Alyssa Carpenter, Commission Secretary

DATE:

9/7/2023