

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

May 4, 2023 / 6:00 PM

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

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 May 4, 2023.

A. ROLL CALL

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

STAFF PRESENT:

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

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

None.

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.

Agenda

Item 1 – Internal – Consideration and action to approve or disapprove the April 20, 2023 Planning and Zoning Commission Regular Meeting Minutes.

Commissioner Keating made a motion to approve the April 20, 2023, Planning and Zoning Commission Regular Meeting Minutes as presented. Vice Chair Holland seconded the motion. Motion passed with 7 votes in favor.

Agenda Item 2

Item 2 – District 6 – Consideration and action regarding the Conditional Use Permit with Site Plan for an Alaska USA Federal Credit Union branch with a drive-through facility generally located on the southeast corner of Litchfield Rd. and Waddell Rd. Case FS22-0692

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

The Commission discussed the following:

None.

Commissioner Rosenbaum made a motion to approve the Conditional Use Permit with Site Plan for Alaska USA Federal Credit Union, case FS22-0692, subject to stipulations “a” through “e”. Commissioner Chapman seconded the motion. Motion passed with 7 votes in favor.

Item 3 – District 1 – Consideration and action pertaining to a proposed Conditional Use Permit with Site Plan for a Billboard Sign located on APN 503-69-015F, a property generally located east of the 147th Avenue roadway alignment and north of Loop 303. Case FS22-1450.

Item 4 – District 1 – Consideration and action pertaining to a proposed Conditional Use Permit with Site Plan for a Billboard Sign located on APN 503-69-008D, a property generally located east of the 147th Avenue roadway alignment and north of Loop 303. Case FS22-1449.

Item 5 – District 1 – Consideration and action pertaining to a proposed Conditional Use Permit with Site Plan for a Billboard Sign located on APN 503-69-015E, a property generally located east of the 147th Avenue roadway alignment and north of Loop 303. Case FS22-1445.

Trever Fleetham, Current Planner, presented item 3, 4 and 5 to the Commission.

The Commission discussed the following:

- Discussion of the proposed logo variations including font size, white logo with corresponding City of Surprise.
- Transit Oriented Development overlay and code for the billboard signs.
- Agave is displayed throughout Surprise on overpasses, Saguaro represents Arizona as a whole.
- Abundance of billboard signs in this area.

Commissioner Keating made a motion to approve the Conditional Use Permit with Site Plan for a Billboard Sign located on APN 503-69-015F, case FS22-1450, subject to stipulations ‘a’ through ‘d’ as outlined in the staff report utilizing option C with the saguaro cactus. Vice Chair Holland seconded the motion. Motion passed with 5 votes in favor. Commissioner Chapman and Commissioner Smith voted against.

Commissioner Keating made a motion to approve the Conditional Use Permit with Site Plan for a Billboard Sign located on APN 503-69-008D, case FS22-1449, subject to stipulations 'a' through 'd' as outlined in the staff report utilizing option C with the saguaro cactus. Vice Chair Holland seconded the motion. Motion passed with 5 votes in favor. Commissioner Chapman and Commissioner Smith voted against.

Commissioner Keating made a motion to approve the Conditional Use Permit with Site Plan for a Billboard Sign located on APN 503-69-015E, case FS22-1445, subject to stipulations 'a' through 'd' as outlined in the staff report utilizing option C with the saguaro cactus. Vice Chair Holland seconded the motion. Motion passed with 5 votes in favor. Commissioner Chapman and Commissioner Smith voted against.

Item 6 – District 1 – Consideration and action pertaining to a Major PAD Amendment to the Prasada PAD to revise the roadway circulation network between Greenway Road and Waddell Road, from Loop 303 to Sarival Avenue. Case FS22-1573.

Trever Fleetham, Current Planner, presented item 6 to the Commission.

Chair Sartor opened the public hearing.

Priscilla Lerma, Surprise, AZ – Representing the community of Northwest Ranch, concerned for safety and property value of allowing Prasada Parkway to align with Northwest Ranch Parkway. Increase in traffic imposes a safety concern for children, walkways, and bus stops for the community.

The Commission discussed the following:

- Encourage and divert traffic away from Northwest Ranch Parkway.
- Traffic department deter thru traffic with signage.

Commissioner Bash made a motion to approve of the proposed Major PAD Amendment to the Prasada PAD (case FS22-1573) to the City Council subject to stipulations 'a' and 'b' as outlined in the staff report. Commissioner Chapman seconded the motion. Motion passed with 7 votes in favor.

REGULAR AGENDA ITEM – NON-PUBLIC HEARING:

None.

None.

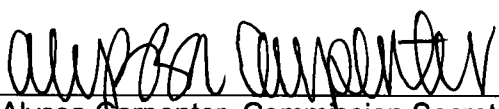
Hearing no further business, Chair Sartor called for a motion to adjourn. Commissioner Rosenbaum made a motion to adjourn; Commissioner Chapman seconded the motion. All voted in favor.

Meeting adjourned at 7:01 p.m.



Kevin Sartor
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: 5/19/2023