

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

September 21, 2023 / 6:00 PM

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

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 September 21, 2023.

A. ROLL CALL

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

STAFF PRESENT:

Jeffrey Murray, Deputy City Attorney; Lloyd Abrams, Director of Community Development; Tiffany Copp, Assistant Director of Community Development; Jason Moquin, Planning Manager; Tanner Wessel, Current Planner; Chris Sexton, Current Planner; Alyssa Carpenter, Planning and Zoning Secretary and Hobie Wingard; Senior Assistant City Attorney.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

None.

D. STAFF REPORT

Lloyd Abrams provided a presentation on how to sign up and manage City event subscription notifications. The public hearing notice map is being finalized and will be presented once completed.

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

Ryan Heughens, Surprise, AZ – Online comment submission form was read into the record. The comment form discussed frustration with traffic throughout the City.

Chair Holland closed the call to the public.

COMMITTEE AGENDA

Item 1 – Internal – Consideration and action to approve or disapprove the September 7, 2023, Planning and Zoning Commission Regular Meeting Minutes.

Commissioner Smith made a motion to approve the September 7, 2023, Planning and Zoning Commission Regular Meeting Minutes as presented. Commissioner Rosenbaum seconded the motion. Motion passed with 6 votes in favor. Commissioner Leonard abstained.

Item 2 – Internal – Consideration and action to approve or disapprove the September 7, 2023 Planning and Zoning Commission Executive Session Meeting Minutes.

Commissioner Bash made a motion to approve the September 7, 2023, Planning and Zoning Commission Executive Session Meeting Minutes as presented. Vice Chair Chapman seconded the motion. Motion passed with 6 votes in favor. Commissioner Leonard abstained.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING

Item 3 – District 5 – Consideration and action regarding the Conditional Use Permit with Site Plan for a new wireless telecommunication facility generally located southwest of Bell Road and Sarival Avenue. Case FS23-0283.

Tanner Wessel, Current Planner, presented item 3 to the Commission.

Chair Holland opened the public hearing.

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

The Commission discussed the following:

- Exhibit demonstrating the need for additional network coverage.

Commissioner Keating made a motion to approve the Conditional Use Permit with Site Plan for AZ01-128 Method/PHO MTN Vista Ranch, subject to stipulations "a" - "e". Commissioner Leonard seconded the motion. Motion passed with 7 votes in favor.

Item 4 – 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 4 to the Commission.

Chair Holland opened the public hearing.

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

The Commission discussed the following:

- Drop off/pick up circulation and pedestrian traffic flow
- Safety of parking lot traffic
- Operations

Commissioner Rosenbaum made a motion to approve case FS22-1515, a Conditional Use Permit with Site Plan for Sunrise Preschool located within the Sierra Montana PAD on the west side of

Cotton Lane south of Greenway Road subject to stipulations 'a' through 'e' as outlined in the staff report. Commissioner Leonard seconded the motion. Motion passed with 7 votes in favor.



Item 5 – District 1 – Consideration and action pertaining to the Preliminary Plat entitled “163rd Ave and Grand Ave” dated July 13, 2023, a property generally located on the northeast corner of 163rd Avenue and Grand Avenue. Case FS22-1217.

Chris Sexton, Current Planner, presented item 5 to the Commission.

The Commission discussed the following:

- Lack of amenities and open active space
- Setbacks
- Roadway construction for 163rd Avenue
- Traffic impact analysis

Commissioner Bash made a motion to approve the Preliminary Plat entitled “163rd Ave and Grand Ave” dated July 13, 2023, subject to stipulations “a” through “f” as outlined in the staff report. Commissioner Leonard seconded the motion. Motion passed with 7 votes in favor.

Item 6 – District 1 – Consideration and action regarding a Site Plan for Level Crossing Phase 3 generally located south of Waddell Road and west of Dysart Road subject to stipulations “a” through “e”. Case FS22-1628.

Chris Sexton, Current Planner, presented item 6 to the Commission.

The Commission discussed the following:

- Change of City standards on maximum building heights

Commissioner Keating made a motion to approve the Site Plan for Level Crossing Phase 3 subject to stipulations 'a' through 'e'. Commissioner Rosenbaum seconded the motion. Motion passed with 7 votes in favor.

Item 7 – Internal – Presentation and discussion to review the FY23 Community Development and Planning and Zoning Commission activity.

Lloyd Abrams, Director of Community Development, and Tiffany Copp, Assistant Director of Community Development, presented item 7 to the Commission.

The Commission discussed the following:

- Total number of multi-family units
- Roadway timeline

Item 8 – Internal – Open Meeting Law Open Meeting Law and Conflicts of Interest.

Hobie Wingard, Senior Assistant City Attorney, presented item 8 to the Commission.

The Commission discussed the following:

- None.

[REDACTED]

October 5th, 2023 Planning and Zoning Commission meeting will be held off site at AZ Techcelerator.

[REDACTED]

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

Meeting adjourned at 7:21 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:  10/5/2023