CITY OF SURPRISE

PLANNING AND ZONING COMMISSION
12425 West Bell Road, Suite D-100
Surprise, Arizona 85374

October 7, 2008

REGULAR MEETING MINUTES

CALL TO ORDER

Chair Jan Blair called the Planning and Zoning Commission Meeting to order at 6 p.m. at the Surprise City Hall, 12425 West Bell Road, Suite D100, Surprise, Arizona 85374, on Tuesday, October 7, 2008.

ROLL CALL

In attendance with Chair Blair were Vice Chair Somers, and Commissioners Matthew Bieniek, Ken Chapman, John Hallin, and Robert Rein. Commissioner Fred Watts was absent.

PLEDGE OF ALLEGIANCE

COMMUNITY DEVELOPMENT DEPARTMENT REPORT

Director Jeff Mihelich stated that staff is working on a couple of new and exciting initiatives that will come forward to the commission in the future. The first is a rehabilitation plan for the Grand Avenue corridor. It is one of the main corridors into the city and currently is not aesthetically pleasing. This plan would include new lighting, new landscaping, sound walls, and façade rehabilitation.

The second item is SR 303, which will be the main entry into the city from I-10 and the key commercial corridor for years to come. It is important to establish premier design guidelines for the area. Its rehabilitation will include sound walls, lighting, landscaping, and signage standards.

CONSENT AGENDA

All items listed with an asterisk (*) are considered to be routine by the Planning and Zoning Commission and were approved by one motion. There was no separate discussion of these items during this meeting.

Vice Chair Somers made a motion to approve the **Consent Agenda with item 3 removed.** Commissioner Chapman seconded the motion. The motion passed with a vote of 6 ayes (Watts absent).

- **Item 2***: **Planning and Zoning Commission Minutes for September 16, 2008.**
  Planning and Zoning Commission Workshop Minutes for September 8, 2008.

AGENDA ITEMS REMOVED FROM CONSENT

- **Item 3*: SP08-118 – Consideration and Action – Phoenix Fuel, stipulations ‘a’ and ‘b.’**

Planner Adam Copeland presented the project to the Commission. Staff recommended approval of **SP08-118, Phoenix Fuel**, subject to stipulations ‘a’ and ‘b.’

In response to Commissioner Rein, Planner Copeland stated that safety precautions have been reviewed for the facility, including fire hydrant spacing, hydrant connections, and emergency shut off switches.

In response to Commissioner Rein, the applicant, **Daniel Brock**, **Brock, Craig and Thacker Architects,** stated that the manufacturing of storage tanks and installation of fuel facilities is very heavily regulated from an environmental and safety standpoint. They must have secondary containment for fuel lines and emergency shut off switches in the event of fire or breakage of fuel lines. In addition, the City of Surprise requires a filtering system prior to anything entering into the dry well or water retention system.

In response to Commissioner Chapman, Mr. Brock stated that there is an easement in the deed restrictions for ingress and egress on to the property.

Commissioner Rein made a motion to approve **SP08-118, Phoenix Fuel,** and adopt staff’s findings, subject to stipulations ‘a’ and ‘b.’ Commissioner Bieniek seconded the motion. The motion passed with a vote of 6 ayes (Watts absent).

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING

- **Item 4: PAD08-130 – Consideration and Action – Happy Trails**

Senior Planner Dennis Dorch presented the project to the Commission. Staff recommended approval of **PAD08-130, Happy Trails**, subject to stipulations ‘a’ through ‘c.’

In response to Commissioner Chapman, Senior Planner Dorch stated that since this area is already developed, this document would serve as a set of development standards that would be used for additions, such as an Arizona room, and would be approved administratively.

In response to Commissioner Hallin, Senior Planner Dorch stated that essentially this property is built out and is not a developer issue. The number of lots has been established at 2001 and there are a few remaining that could house an additional unit. This site is a recreational village that is not necessarily used year round.

In response to Commissioner Rein, Senior Planner Dorch stated that there are some commercial zoning areas within the project. Large changes to the site, such as a strip mall, would require the commission approval.

Chair Blair opened the meeting for public comment. Hearing no comments from the public, Chair Blair closed the public hearing.

Commissioner Chapman made a motion to approve **PAD08-130, Happy Trails,** and adopt staff's findings, subject to stipulations 'a' through 'c.' Commissioner Rein seconded the motion. The motion passed with a vote of 6 ayes (Watts absent).

OPEN CALL TO PUBLIC

Chair Blair called to the public to discuss any issues not noted on the agenda. Hearing no comments from the public, Chair Blair closed the call to the public.

CURRENT EVENTS REPORT:

Commissioner Hallin attended the grand opening of Fire Station 307 and was very impressed with the new facility.

CONSIDERATION AND ACTION TO HOLD AN EXECUTIVE SESSION

> **Pursuant to A.R.S. § 38-431.03(A)(3), the Planning and Zoning Commission may go into executive session with the City Attorney for legal advice on any item listed on the agenda.**

No request was made to call for an executive session.

ADJOURNMENT

Hearing no further business, Chair Blair adjourned the regular Planning and Zoning Commission meeting, Tuesday, October 7, 2008, at 6:22 p.m.

STAFF PRESENT:

Community Development Director Jeff Mihelich, Assistant City Attorney Jim Gruber, Planning and Development Services Manager Berrin Nejad, Fire Marshal Doug Helbig, Senior Planner Dennis Dorch, Planner Adam Copeland, and Planning and Zoning Commission Secretary Debbie Perry.

COUNCIL MEMBERS PRESENT: None

Jeffrey J. Mihelich, Director
Community Development Department

Jan Blair, Chair
Planning and Zoning Commission