CITY OF SURPRISE

PLANNING AND ZONING COMMISSION WORKSHOP

12425 West Bell Road, Suite D-100

Surprise, Arizona 85374

March 4, 2008

MINUTES

Call to Order:

Chair Jan Blair called the Planning and Zoning Commission workshop meeting to order at 5 p.m. in the Surprise City Hall, 12425 West Bell Road, Suite D100, Surprise, Arizona 85374, on Tuesday, March 4, 2008.

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

PRESENTATION:

Planner Bart Wingard presented a brief overview of the Parks and Trails Master Plan, specifically noting that the 2001 General Plan adopted the recreation element directive directing the Planning Department to prepare this plan.

Planner Wingard pointed out that parks and trails improve:

- Economics
- Traffic
- Environment
- Wellness
- Crime Prevention

He commented that parks and trails could provide safer paths for children to school. Statistics show that 25% of the morning traffic is attributed to taking children to school.

Commissioner Hallin questioned the reduction of crime by the installation of parks and trails. Acting Director Kathy Rice explained that Florida has surveys that show residents feel safer because of their lighted parks and trails. Planner Wingard added that a well-designed, well-lighted trail does assist in improving the crime rate.

Planner Wingard talked about the various National Recreation and Parks Association (NRPA) Standards for Parks which includes the following:

- Pocket Parks – Less than 5 acres (1/4 mile service area)
- Neighborhood Parks – 5 to 25 acres (1/2 mile service area)
- Community Parks – 25 to 100 acres (3 mile service area)
- Regional Parks – 100 acres (10 mile service area)

Charts were displayed that showed the existing parks in the city, as well as information indicating the comparisons of the numbers of parks in surrounding local cities and some nationwide cities of similar size.

Responding to questions regarding the various acres each developer should dedicate for a park, Planner Wingard noted that some creative solutions will be needed for the developers designing smaller parcels. This is a working document and will be updated annually to accommodate the changing times.

Planner Wingard mentioned that the key factor of this plan that ties into the village concept is the trails portion.

When discussing the trails plan, the following was noted:

- Regional Trails – 89 miles
- Signature Trails – 50 miles
- Community Trails – 136 miles
- Local Trails – 114 miles

Planner Wingard commented that they have worked with the various surrounding jurisdictions to connect with trails through the communities. He mentioned that we are actively looking at funding sources for trails, noting that there is an abundance of monies available for motorized trails. He showed a map of the 50-mile signature trail which will encompass the entire planning area for Surprise.

He pointed out the various standards established:

- Provide standards to developers to supply parks and trails.
- Standardize maintenance.
- Standardize equipment to cut maintenance costs.

In response to questions, Planner Wingard explained that the master plan for parks and trails will be evaluated each year, asking residents for input. Acting Director Rice stated that Code Enforcement is responsible for monitoring parks for inappropriate signs. Community Recreation is responsible for maintaining the parks. This new master plan should assist the White Tanks Park in controlling the misuses at their park.

Planner Wingard wrapped up with summarizing the items discussed.

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.

There was no request made to call for an executive session.

ADJOURNMENT:

Hearing no further business, the Planning and Zoning Commission workshop meeting was adjourned on Tuesday, March 4, 2008, at 5:35 p.m.

STAFF PRESENT:

Assistant City Attorney Jim Gruber, City Planner Adam Copeland, City Planner Bart Wingard, City Planner Nicole Green-Catten; City Planner Dennis Dorch, City Planner Janice See; Fire Marshall Doug Helbig; Assistant Fire Chief Clint Mills, Planning & Development Services Manager Berrin Nejad, Acting Community Development Director Kathy S. Rice; and Planning and Zoning Commission Secretary Carol Dager.

Kathy S. Rice, Acting Director

Community Development Department

CITY OF SURPRISE

PLANNING AND ZONING COMMISSION

12425 West Bell Road, Suite D-100

Surprise, Arizona 85374

March 4, 2008

REGULAR MEETING MINUTES

CALL TO ORDER

Chair Jan Blair called the Planning and Zoning Commission Meeting to order at 6:00 p.m.

at the Surprise City Hall, 12425 West Bell Road, Suite D100, Surprise, Arizona 85374, on Tuesday, March 4, 2008.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

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.

Commissioner Chapman made a motion to approve the **Consent Agenda.** Commissioner Hallin seconded the motion. The motion passed with a vote of 6 ayes and 1 absent (Watts).

- **Item 2***: **Planning and Zoning Commission Minutes for February 19, 2008.**

  Planning and Zoning Commission Workshop Minutes for February 5, 2008.

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT REPORT

Acting Community Development Director Kathy Rice announced the next scheduled General Plan meetings: tomorrow night at 7 p.m. at Valley Vista High School and Saturday at 1 p.m. at Willow Canyon High School. If unable to attend the meetings, residents do have an opportunity to provide their input on the City's website as well. She noted that a national article was published in the *Public Management* magazine recognizing the Community Development Department and its efforts in implementing a new permit process last year. She also mentioned the new format for the staff reports.

OLD BUSINESS: REGULAR AGENDA ITEMS *NOT* REQUIRING A PUBLIC HEARING

Item 3: SP07-339 – Consideration and Action – Surprise Professional Village

Planner Bart Wingard presented the project to the Commission. Staff recommended approval of **SP07-339, Surprise Professional Village**, subject to stipulations 'a' through 'i.'

In response to Commissioner Rein, Planner Wingard stated that there will not be a south bound deceleration lane. He also indicated that the proposed signage plans have been submitted per code and are approved administratively.

In response to Commissioner Chapman, Planner Wingard indicated that the traffic study did not indicate the necessity for a deceleration lane due to low volume traffic.

In response to Commissioner Hallin, Planner Wingard explained that the traffic will be able to turn left from Grand Avenue into the project. ADOT is currently exploring the possibility of widening Grand Avenue. There will be connectivity to the Colonade Villas which is south of the project. There is a potential that there would only be a right-in/right-out access to this project. Assistant Chief Mills stated that Grand Avenue is the only access to this project for the Fire Department.

Vice Chair Somers made a motion to **approve SP07-339, Surprise Professional Village,** subject to stipulations 'a' through 'i' and findings of fact. Commissioner Bieniek seconded the motion. The motion passed with a vote of 4 ayes, 2 nays (Hallin, Rein) and 1 absent (Watts).

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING

Item 4: CUP07-297 – Consideration and Action – The Diamond Resort Retirement Community

Planner Adam Copeland presented the project to the Commission. Staff recommended approval of **CUP07-297, The Diamond Resort Retirement Community**, subject to stipulations 'a' through 'm.'

Lynne Lagarde, Earl, Curley and Lagarde, provided additional information about the project, explaining the need for a conditional use permit for this project rather than a site plan. She mentioned that a small component of the project would provide enhanced services; some personal care service. She stressed that this is not an assisted living facility. The Diamond Resort is a lifestyle choice; a luxury resort area. She suggested this project will compliment and enhance the Stadium Village.

In response to Commissioner Chapman, Ms. Lagarde talked about the three buildings: first building would include senior apartments and the second building includes 88 suites that may require senior care. The third building would be condos for sale; the other apartments are for lease.

Responding to Commissioner Hallin, Ms. Lagarde indicated that this resort living is not age restricted. Food service is available typically until 8 p.m. Planner Copeland replied that the project will not be a gated community, noting that the Lofts at Parkview are located to the north and Residences at Stadium Village are located east of the project.

In response to Commissioner Bieniek, Planner Copeland stated that there will be 17 acres that will be developed for entertainment and retail. In the area, only 1,100 residential units are permitted and with the approval of this project, there will be approximately 900 units already committed. There was some discussion about the connectivity to the adjacent parcels, specifically noting pedestrian and traffic use.

In response to Vice Chair Somers, Ms. Lagarde explained that surface parking is adequate for the first two buildings. Underground parking will be available for building three. During the phasing plan, staff will ensure that there is adequate parking for each phase.

In response to Commissioner Bieniek, Planner Copeland pointed out the various boundaries of the Crestone site.

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

Vice Chair Somers made a motion to **approve CUP07-297, The Diamond Resort Retirement Community**, subject to stipulations ‘a’ through ‘m’ and findings of fact. Commissioner Hallin seconded the motion. The motion passed with a vote of 5 ayes,

1 abstained (Rein), and 1 absent (Watts).

OPEN CALL TO PUBLIC

Chairman Blair called to the public to discuss any issues not noted on the agenda.

Hearing no comments from the public, Chairman Blair closed the call to the public.

CURRENT EVENTS REPORT: None

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, Chairman Blair adjourned the regular Planning and Zoning Commission meeting, Tuesday, March 4, 2008, at 6:50 p.m.

STAFF PRESENT:

Assistant City Attorney Jim Gruber, Fire Marshall Doug Helbig, Assistant Fire Chief Clint Mills, City Planner Adam Copeland, City Planner Bart Wingard, City Planner Dennis Dorch, Planning and Development Services Berrin Nejad, Acting Community Development Director Kathy S. Rice, and Planning and Zoning Commission Secretary Carol Dager.

COUNCIL MEMBERS PRESENT: None

Kathy S. Rice, Acting Director

Community Development Department

Jan Blair, Chairman

Planning and Zoning Commission