CITY OF SURPRISE

PLANNING AND ZONING COMMISSION
16000 North Civic Center Plaza
Surprise, AZ 85374

May 1, 2014

MEETING MINUTES

CALL TO ORDER

Chair Jan Blair called the Planning and Zoning Commission Meeting to order at 6 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on Thursday, May 1, 2014.

ROLL CALL

In attendance with Chair Blair were Vice Chair Steve Somers and Commissioners Dennis Smith, Matthew Bieniek, Ken Chapman, and Peter Pervi. Commissioner Jerry Hoyler was absent.

PLEDGE OF ALLEGIANCE

CURRENT EVENTS REPORT

STAFF REPORT

Acting Planning Manager Nichole McCarty stated that the Toyota in Prasada Auto Mall has received their Certificate of Occupancy and Dutch Bros. has started construction.

Staff is currently working on a code update to Section 2 of the municipal code to change the duties of the commission to include architecture and landscape approval.

Deputy City Attorney Donna Bronski reminded commission about the open meeting law and announced that training would be coming soon.

CALL TO THE PUBLIC

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

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.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING

- **Item 1**: **Consideration and Action – Planning and Zoning Commission Minutes for April 3, 2014**

Commissioner Chapman made a motion to approve the **Planning and Zoning Commission Minutes for April 3, 2014.** Vice Chair Somers seconded the motion. The motion passed with a vote of 4 ayes, 1 abstain (Bieniek) and 2 absent (Hoyler, Smith).

- **Item 2: Discussion only – Topics For Future Education and Work Sessions for the Commission**

By the Commission's request, Acting Planning Manager McCarty discussed adding work sessions and training opportunities. Staff recommended 5 p.m. work sessions prior to the regularly scheduled Commission meetings. Topics for future discussion would include

- Open Meeting Law
- Development Tools Workshop

Commission discussed and agreed on the 5p.m. start time. The first work session will take place in June.

- **Item 3**: **FS14-070 Consideration and Action – Kneader's Bakery**

Planner Vamshee Kovuru presented the project to the Commission. Staff recommended approval of **a site plan for Kneader's Bakery.**

Commission had questions and discussion regarding:

- Traffic circulation
- ADA parking locations
- Lighting

Commissioner Bieniek made a motion to approve **a site plan for Kneader's Bakery** and to adopt staff's findings and condition 'a', as listed in the staff report. Vice Chair Somers seconded the motion. The motion passed with a vote of 5 ayes and 2 absent (Hoyler, Smith).

- **Item 4**: **FS14 -035 Consideration and Action – Arizona General Hospital ER**

Planner Vamshee Kovuru presented the project to the Commission. Staff recommended approval of **a site plan for Arizona General Hospital ER.**

Commission had questions regarding pedestrian entry to the site on the northwest side of the building. **Michelle Smith, applicant**, stated that adding a sidewalk would be acceptable.

Ms. Smith requested that condition 'd' be revised to allow 25-foot light fixtures in order to be consistent with the surrounding development. **Scott Phillips, representing Surprise Center Development Company**, stated that all lights in the development are 25 feet in height.

Commission added condition ‘b’ (4):

b. 4) Add sidewalk access to the northwest corner of the property to allow access.

Commission revised condition ‘d’ to the following:

d) The photometric plan prepared by SW Associates and dated March 25, 2014 will be revised and submitted for administrative review and approval to include the height of the lighting fixtures in the parking lot will not exceed 25 feet in height to be consistent with the surrounding developed properties.

Commissioner Pervi made a motion to approve **a site plan for Arizona General Hospital ER** and to adopt staff’s findings and conditions ‘a’ through ‘d,’ as amended, as listed in the staff report. Vice Chair Somers seconded the motion. The motion passed with a vote of 5 ayes and 2 absent (Hoyler, Smith).

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING

- **Item 5**: **FS12-168 - Consideration and Action – Mariposa Acres**

Planner Hobart Wingard presented the project to the Commission. Staff recommended approval of **a site plan and rezone for Mariposa Acres.**

Commission had questions and discussion regarding:

- Parking for the facility
- A second outreach meeting
- Location of the project

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

Charlotte Waddle, resident, spoke against the project.

Jean Poe, resident, spoke against the project.

Hearing no further comments, Chair Blair closed the call to the public.

The Commission had additional discussion regarding its desire to have other concepts considered for the project and requested the applicant hold another neighborhood outreach meeting.

Commissioner Chapman made a motion to continue **a site plan and rezone for Mariposa Acres** to the July Planning and Zoning Commission meeting. Commissioner Pervi seconded the motion. The motion passed with a vote of 4 ayes, 1 nay (Bieniek), and 2 absent (Hoyler, Smith).

OTHER BUSINESS

- **Item 6**: **Discussion Only – Transportation**

Transportation Planning Manager Martin Lucero presented the update to the Commission.

- **Item 7: Future Agenda Items**

ADJOURNMENT

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

STAFF PRESENT:

Interim Community & Economic Development Director Chris Boyd, Deputy City Attorney Donna Bronski, Transportation Planning Manager Martin Lucero, Acting Planning Manager Nichole McCarty, Planner Hobart Wingard, Planner Vamshee Kovuru, and Planning and Zoning Commission Secretary Deb Perry.

COUNCIL MEMBERS PRESENT: None

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Nichole McCarty, Acting Planning Manager
Community & Economic Development

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Jan Blair, Chair
Planning and Zoning Commission

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: ____________________________
Deb Perry, Commission Secretary

DATE: ____________________________