

CITY OF SURPRISE

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

March 6, 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, March 6, 2014.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

CURRENT EVENTS REPORT

STAFF REPORT

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 February 20, 2014**

Commissioner Chapman made a motion to approve the **Planning and Zoning Commission Minutes for February 20, 2014**. Vice Chair Somers seconded the motion. The motion passed with a vote of 5 ayes, 1 abstain (Smith) and 1 absent (Hoyler).

- **Item 2: FS14-048 - Consideration and Action – Hope Community Church**

Planner Bart Wingard presented the project to the Commission. Staff recommended approval of **FS14-048, a site plan extension for Hope Community Church.**

Commissioner Bieniek made a motion to approve **FS14-048, a site plan extension for Hope Community Church until March 6, 2015** with the following findings of fact:

- a. The site plan is in conformance with the City of Surprise General Plan 2035.
- b. The site plan is in conformance with the City of Surprise Municipal Code, Chapter 122.

Commissioner Smith seconded the motion. The motion passed with a vote of 6 ayes and 1 absent (Hoyler).

- **Item 3: FS13-545 - Consideration and Action – The Retreat at Sycamore Farms Parcel 12, Phase 2**

Planner Bart Wingard presented the project to the Commission. Staff recommended approval of **FS13-545, a preliminary plat for The Retreat at Sycamore Farms Parcel 12, Phase 2.**

Commissioner Smith made a motion to approve **FS13-545, a preliminary plat for The Retreat at Sycamore Farms Parcel 12, Phase 2** with the following findings of fact:

- a. The site plan is in conformance with the City of Surprise General Plan 2035.
- b. The site plan is in conformance with the City of Surprise Municipal Code, Chapter 122.
- c. And is consistent with the Sycamore Farms PAD zoning document.

Commissioner Bieniek seconded the motion. The motion passed with a vote of 6 ayes and 1 absent (Hoyler).

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING

- **Item 4: Consideration and Action - Public Service Activities for the Community Development Block Grant Program Year 2014-15**

Neighborhood Services Supervisor Christina Ramirez presented staff's recommendations to Commission.

Chair Blair opened the Call to the Public. Hearing no comments, Chair Blair closed the call to the public.

Commissioner Pervi made a motion to award the **Public Service Activities for the Community Development Block Grant Program Year 2014-15** as follows

St. Mary's Food Bank	\$20,000
ABIL	\$34,558
CASS	\$ 8,000
Benevilla	\$14,269

Commissioner Chapman seconded the motion. The motion passed with a vote of 5 ayes, 1 abstain (Smith) and 1 absent (Hoyler).

- **Item 5: Consideration and Action – 2013-14 Community Development Block Grant Annual Action Plan funding recommendations**

Neighborhood Services Supervisor Christina Ramirez presented staff's recommendations to Commission.

Chair Blair opened the Call to the Public. Hearing no comments, Chair Blair closed the call to the public.

Commissioner Chapman made a motion to recommend approval to the Mayor and Council the **2013-2014 Community Development Block Grant Annual Action Plan funding recommendations**. Commissioner Pervi seconded the motion. The motion passed with a vote of 5 ayes, 1 abstain (Smith) and 1 absent (Hoyler).

OTHER BUSINESS

- **Item 6: Discussion Only – Form Based Code**

Planner Nikki McCarty, Committee Member Leo Mankiewicz, and Committee Member Jack McSweeney presented the update to the Commission.

ADJOURNMENT

Hearing no further business, Chair Blair adjourned the Planning and Zoning Commission meeting at 6:53 p.m.

STAFF PRESENT:

Assistant City Manager Jeff Mihelich, Deputy City Attorney Donna Bronski, Neighborhood Services Supervisor Christina Ramirez, Planner Nikki McCarty, Neighborhood Services Coordinator Alicia Rubio, Intern Hobie Wingard, and Planning and Zoning Commission Secretary Deb Perry.

COUNCIL MEMBERS PRESENT: None

Jeffrey J. Mihelich
Assistant City Manager

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: _____