

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

September 17, 2015 / 6:00 PM

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

CALL TO ORDER.

Vice Chair Ken Chapman 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 Thursday, September 17, 2015.

A. ROLL CALL

In attendance were Vice Chair Ken Chapman and Commissioners Jim Ferguson, Dennis Smith, Shari C. Martin, Jerry Hoyler and Mathew Keating. Chair Steve Somers was absent.

STAFF PRESENT:

Community Development Director Eric Fitzer, Long Range Planning Manager Lloyd Abrams, Deputy City Attorney Donna Bronski, Planner Joshua Mike, Planner Hobart Wingard and Planning and Zoning Commission Secretary Heather Donaldson.

COUNCIL MEMBERS PRESENT:

None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

None

D. STAFF REPORT

None

CALL TO THE PUBLIC:

None

CONSENT AGENDA:

No Items

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Item 1 – INTERNAL – Consideration and action on the September 3, 2015 Planning and Zoning Commission minutes.

Commissioner Keating made a motion to approve the Planning and Zoning Commission Minutes for September 3, 2015. Commissioner Hoyler seconded the motion. The motion passed with 5 yes votes, 1 abstention (Dennis Smith) and 1 absence (Steve Somers).

Item 2 – CITYWIDE – Community Development staff and consultant will provide an update to the city initiated General Plan 2035 Major Amendment. The presentation will focus on the Land Use Element, the foundation piece for this Major General Plan Amendment.

Joshua Mike, Planner II, provided the Commission with a background of the General Plan 2035 Major Amendment.

Kevin Kugler, Director of Planning at RBF Consulting, a Company of Michael Baker Internations, LLC, presented the Commission with an update of where we are currently with the General Plan 2035 Major Amendment addressing:

- Land Use Key Element
- Transition from Traditional to Character Area
- Character Area Description
- Surprise Character Area Approach
- Development Types
 - Rural Development Type
 - Suburban Development Type
 - Urban Development Type
- Character Areas
 - Commerce & Office
 - Business Park
 - Industrial
 - Open Space
 - Community Commercial
 - Public Facility
- Character Area and Zoning Compatibility
- Character Sub-Areas
- Next Steps of Process (Important Dates)

The Commission discussed:

- Government entities notified in 60-day review period
- Wildlife Corridors (Game & Fish involvement)
- Setbacks
- Fluidity and Guidance of the document
- Relationship between Character Map and Zoning Map

Item 3 – DISTRICT 3 – Consideration and action on a Preliminary Plat entitled 'Sycamore Farms Parcel 12, Phase 1.'

Hobart Wingard, Planner II, presented the project to the Commission.

The Commission discussed:

- Tight and dense / traffic concerns
- Fire access
- Fire sprinklers / suppression systems
- Service vehicles
- 5ft setbacks

Commissioner Keating made a motion to recommend approval to the City Council of a Preliminary Plat for Sycamore Farms Parcel 12, Phase 1, and to adopt staff's findings and condition 'a' as listed in the staff report. Commissioner Hoyler seconded the motion. The motion passed with 6 yes votes and 1 absence (Steve Somers).

Item 4 – DISTRICT 3 – Consideration and action on a Preliminary Plat entitled Sycamore Farms Parcel 12, Phase 2.

Commissioner Keating made a motion to recommend approval to the City Council of a Preliminary Plat for Sycamore Farms Parcel 12, Phase 2, and to adopt staff's findings and condition 'a' as listed in the staff report. Commissioner Ferguson seconded the motion. The motion passed with 6 yes votes and 1 absence (Steve Somers).

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 5 – CITYWIDE – Consideration and action on a Zoning Text Amendment to allow accessory structures to be limited by lot coverage on residential properties one (1) acre or more in size.

Hobart Wingard, Planner II, presented the project to the Commission.

The Commission discussed:

- City of Surprise proposal compared to other cities (Peoria)
- Is coverage going too far

Vice Chair Chapman opened the Call to the Public.

Hearing no comments, Vice Chair Chapman closed the Call to the Public.

Commissioner Smith made a motion to recommend approval to the City Council of a Zoning Text Amendment to allow accessory structures to be limited by lot coverage on residential properties one (1) acre or more in size and to adopt staff's findings as listed in the staff report; Properties with an area equal to or greater than one (1) acre shall be allowed primary and accessory structures up to 25 percent lot coverage; Lot coverage will be based on the percentage of property that is covered by an overhead structure used for protection or shielding from the sun, rain or other elements or weather. Commissioner Martin seconded the motion. The motion passed with 5 yes votes, 1 no vote (Jim Ferguson) and 1 absence (Steve Somers).

Item 6 – CITYWIDE – Consideration and action on a Zoning Text Amendment modifying the Surprise Unified Development Code to allow Wireless Telecommunication Facilities to conform to federal regulations and current technology.

Commissioner Keating made a motion to continue this item to the October 1, 2015 Planning & Zoning Commission meeting. Commissioner Martin seconded the motion. The motion passed with 6 yes votes and 1 absence (Steve Somers).

OTHER BUSINESS:

Item 7 – INTERNAL - Discussion for future agenda items.

None

ADJOURNMENT:

Hearing no further business, Chair Somers adjourned the Planning and Zoning Commission meeting at 7:07 p.m.

Eric Fitzer
Community Development Director

Ken Chapman,
Vice 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: _____
Heather Donaldson, Commission Secretary

DATE: _____