

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

July 23, 2015 / 6:00 PM

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

CALL TO ORDER.

Chair Steve Somers 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, July 23, 2015.

A. ROLL CALL

In attendance were Chair Somers, Vice Chair Ken Chapman and Commissioners Dennis Smith and Mathew Keating. Commissioner Jerry Hoyler was absent.

STAFF PRESENT:

Community Development Long Range Planning Manager Lloyd Abrams, Deputy City Attorney Robert Wingo, Transportation Planning Manager Martin Lucero, Planner Robert Kuhfuss and Planning and Zoning Commission Secretary Heather Donaldson.

COUNCIL MEMBERS PRESENT:

None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

D. STAFF REPORT

None

CALL TO THE PUBLIC:

Arlene O'Keeffe, Surprise resident, advised the Commission that there is a garbage dumpster being located directly on the other side of her exterior property wall for the new Series 2K office building and she would like to request that it be relocated.

Neil H. Donahue, Surprise resident, also requested to have the garbage dumpster that Ms. O'Keeffe previously spoke about relocated and he mentioned that the Planning and Zoning

Commission previously said that they would not allow any garbage receptacles to be placed along the property owners' back walls.

CONSENT AGENDA:

No Items

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Item 1 – INTERNAL – Consideration and action on the June 4, 2015 Planning and Zoning Commission minutes.

Vice Chair Chapman made a motion to approve the Planning and Zoning Commission Minutes for June 4, 2015. Commissioner Smith seconded the motion. The motion passed with 4 yes votes, 1 absence (Jerry Hoyler) and 2 vacancies.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – CITYWIDE – Consideration and action item regarding a Major Site Plan Amendment for Sun West Federal Credit Union located on the southeast corner of Parkview Place and Bell Road.

Robert Kuhfuss, Planner II, presented the project to the Commission. Staff recommends approval of a Major Site Plan Amendment for Sun West Federal Credit Union.

The Commission discussed:

- Potential problems with traffic patterns
- Right in only off of Parkview Place
- Facade on part of building facing Bell Road
- Landscaping along Bell Road and Parkview Place (trees)
- Directional signage within bank parking lot
- Way-finding signs

Vice Chair Chapman made a motion to approve a Major Site Plan Amendment for Sun West Federal Credit Union based on staff's recommended stipulations 'a' through 'f' as listed in the Staff Report with an amendment to stipulation E to require way-finding signs for directionality and circulation of flow of traffic within the site. Commissioner Keating seconded the motion. The motion passed with 4 yes votes, 1 absence (Jerry Hoyler) and 2 vacancies.

OTHER BUSINESS:

Item 3 – INTERNAL - Discussion for future agenda items.

None

ADJOURNMENT:

Hearing no further business, Chair Somers adjourned the Planning and Zoning Commission meeting at 6:38 p.m.

Lloyd Abrams
Long Range Planning Manager

Steve Somers, 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: _____