# CITY OF SURPRISE
# PLANNING AND ZONING COMMISSION

**MEETING MINUTES**

**February 19, 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, February 19, 2015.

A. ROLL CALL

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

STAFF PRESENT:

Community Development Director Eric Fitzer, Deputy City Attorney Donna Bronski, Long Range Planning Manager Lloyd Abrams, Planner Hobart Wingard, Neighborhood Services Supervisor Christina Ramirez, and Planning and Zoning Commission Secretary Heather Donaldson.

COUNCIL MEMBERS PRESENT:

None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

D. STAFF REPORT

Eric Fitzer, Director, advised the Commission of the Original Town Site Community Chat taking place at the Surprise Senior Center on Wednesday, February 25th at 6:00 p.m. He further advised of the upcoming Bond Council Committee formation as well as Project IRIS U.S.A. which is coming to Surprise.

## CALL TO THE PUBLIC:

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

## CONSENT AGENDA:

No Items

## REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

**Item 1 – INTERNAL –- Consideration and action on the February 5, 2015 Planning and Zoning Commission minutes.**

Commissioner Smith made a motion to approve the Planning and Zoning Commission Minutes for February 5, 2015. Commissioner Bieniek seconded the motion. The motion passed with 6 yes votes, one absence.

**Item 2 – DISTRICT 3 – Consideration and action on a site plan for Surprise Pet Club retail facility generally located on the southwestern corner of North Cotton Lane and West Greenway Road.**

Prior to staff's presentation, Chair Somers commented that it was difficult for the Commission to review a case packet with 2 ½ pages of conditions which also signifies that there are differences between the developer and staff on what is being recommended. There was also concern and discomfort expressed among the Commissioners as a result of not having all the documentation necessary to make an informed recommendation to Mayor and Council.

Hobart Wingard, Planner II, presented the project to the Commission. Staff recommended approval of a site plan for the Pet Club pet retail facility subject to the conditions listed in the staff report.

The Commission discussed:

- Single width driveway along the rear of the property and public safety access
- Lack of parking on the site
- Off-site parking (shared parking) with no adjacent physical parking to share
- Shift of the building on the property to allow for more parking and double loaded aisle
- Fire lane at rear of building (one-way)
- Loading zone/dock – large truck access
- Fill dirt / final grade in respect to front driveway and back wall where residential homes abut the development / drainage
- 20ft required landscape buffer (row of trees) / adjacent homeowners' privacy
- Lighting in the back of the property / light pollution to residents
- Rushed (customer friendly) process does not allow for a clear picture of the project
- Distance of trash enclosure from residential properties / unpleasant odors
- Outreach meetings (not required for site plan)
- Landscape requirement / open space requirement

Vice Chair Chapman made a motion to add 3 additional stipulations to the list of stipulations contained in the staff report:

1. That the Developer provide, or cause to be provided, offsite parking spaces to be available at the time of the Certificate of Occupancy, to be provided adjacent to the site to meet the code required parking spaces for the project.

2. To move the building 15 feet to the south and install added parking along the north side of the building, plus move the building to the East as far as feasible.

3. Change the required and available parking callouts on both the Architectural site plan and the master site plan to meet the code required number of parking spaces .

Commissioner Keating seconded the motion. The motion passed with 6 yes votes, one absence.

Commissioner Pervi made a motion to approve the site plan for Surprise Pet Club retail facility subject to staff's findings, staff conditions 'a' through 'e' as listed in the staff report, and the Commission's conditions 1, 2 and 3. Commissioner Bieniek seconded the motion. The motion passed with 6 yes votes, one absence.

**Item 3 – DISTRICT 3 – Consideration and action on recommending to the Mayor and City Council approval of a Preliminary Plat entitled "W Ranch," generally located on the north side of Waddell Road about ½ mile east of the intersection of Waddell Road and Bullard Avenue.**

Chair Somers advised that Item Number 3 will need to be presented and action taken after Item Number 5.

## REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

**Item 4 – INTERNAL – Presentation and discussion from the Community Development Block Grant Public Service applicants.**

Christina Ramirez, Neighborhood Services Supervisor, gave an overview of staff's grant recommendations.

The Commission had some discussion regarding reducing the proposed funding recommended by staff for Arizona Charter Academy and increasing the proposed funding for St. Mary's Food Bank and Benevilla.

Chair Somers opened the Call to the Public:

Andy Cepon, Surprise resident, advocated for Arizona Charter Academy to receive all recommended funds.

Chair Somers closed the call to the public.

Commissioner Keating reconsidered his position regarding lowering the funding amount for Arizona Charter Academy.

Commissioner Bieniek made a motion to approve the CDBG Public Service Funding recommendations as follows:

| | |
|---|---|
| St. Mary's Food Bank | $13,480 |
| ABIL | $15,580 |
| CASS | $ 5,000 |
| Benevilla | $12,000 |
| Arizona Charter Academy | $ 8,539 |
| Aid to Adoption of Special Kids | $ 3,000 |
| Tumbleweed Center for Youth Development | $8,200 |
| Surprise Summer Youth Employment Program | $16,897 |

For a total amount of $82,696.00

Commissioner Pervi seconded the motion. The motion passed with 5 yes votes, 1 no vote (Keating) and one absence.

**Item 5 – DISTRICT 3 – Consideration and action, recommending to the Mayor and City Council approval of a Rezone entitled "W Ranch," generally located on the north side of Waddell Road about ½ mile east of the intersection of Waddell Road and Bullard Avenue.**

Hobart Wingard, Planner II, presented the project to the Commission. Staff recommended approval of the W Ranch rezone project.

The Commission had some discussion regarding:

- Requirement for two access points into the development
- Street sweeper in t-intersections
- Garbage trucks
- Potential of private streets becoming City streets
- Street maintenance (HOA responsibility)

Commissioner Bieniek made a motion to recommend approval to the Mayor and City Council of a Preliminary Plat for "W Ranch" based on staff's findings and conditions "a" through "f" as listed in the Staff Report. Vice Chair Chapman seconded the motion. The motion passed with 6 yes votes, one absence.

The Commission was advised that they had accidentally taken action on Item Number 3 rather than Item Number 5 which are both concerning "W Ranch."

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

Commissioner Pervi made a motion to rescind the previous motion on this item concerning the preliminary plat and adopt a new motion recommending approval to the Mayor and City Council of a Rezone for "W Ranch" subject to staff's findings and condition "a" as listed in the staff report. Commissioner Keating seconded the motion. The motion passed with 6 yes votes, 1 absence.

**Item 3 – DISTRICT 3 – Consideration and action on recommending to the Mayor and City Council approval of a Preliminary Plat entitled "W Ranch," generally located on the north side of Waddell Road about ½ mile east of the intersection of Waddell Road and Bullard Avenue.**

Hobart Wingard, Planner II, presented the project to the Commission. Staff recommended approval of the W Ranch Preliminary Plat project

Commissioner Bieniek made a motion to recommend approval to the Mayor and City Council of a Preliminary Plat for "W Ranch" based on staff's findings and conditions "a" through "f" as listed in the Staff Report. Vice Chair Chapman seconded the motion. The motion passed with 6 yes votes, one absence.

## OTHER BUSINESS:

**Item 6 – INTERNAL - Discussion for future agenda items.**

None

## ADJOURNMENT:

Hearing no further business, Chair Somers adjourned the Planning and Zoning Commission meeting at 8:12 p.m.

________________________________
Eric Fitzer
Community Development Director

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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: ____________________________________