

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

August 4, 2016 / 6:00 PM

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

CALL TO ORDER.

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, August 4, 2016.

A. ROLL CALL

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

STAFF PRESENT:

Community Development Director Eric Fitzer, Deputy City Attorney Donna Bronski, Planner Hobart Wingard and Planning and Zoning Commission Secretary Lorraine Nevarez and Heather Donaldson, Planning Project Coordinator.

COUNCIL MEMBERS PRESENT:

None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

D. STAFF REPORT

Eric Fitzer, Director, advised the Commission that the meeting on Thursday, August 18 will be canceled. The Commission will resume on Thursday, September 1, 2016.

CALL TO THE PUBLIC:

Chair Chapman opened the call to the public to discuss any items not listed on the agenda. Hearing no comments, Chair Chapman closed the call to the public.

CONSENT AGENDA:

No items.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Item 1 – Internal – Consideration and action pertaining to approval of the July 21, 2016 Planning and Zoning Commission minutes.

Commissioner Smith made a motion to approve the July 21, 2016 Planning and Zoning Commission minutes. Commissioner Martin seconded the motion. The motion passed with 5 votes in favor, 1 abstention and 1 absent.

Item 2 – DISTRICT Citywide – Presentation and discussion on Accessible Parking requirements.

Eric Fitzer, Director, presented on Accessible Parking Requirements to the Commission.

The Commission discussed:

- ADA Standard requirements
- Width of parking spaces
- Waivers on permits and building fees
- Sharing this information with the Disabilities Advisory Commission

Chair Chapman thanked Mr. Fitzer for providing the requested information to the Commission.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 3 – DISTRICT 6 – Consideration and action regarding a Conditional Use Permit for the Burger King at Market West Square.

Hobart Wingard, planner, presented item 3 to the Commission.

The Commission discussed:

- Traffic changes on Bullard
- Traffic congestion at the school
- Parking ratio and requirements
- Access agreements and property line
- Purpose of the Burger King location
- Safety of Students

Chair Chapman opened the call to the public for item 3.

James Myers, Surprise resident, addressed the Commission regarding the Burger King causing more traffic and the safety of the students at the school. Mr. Myers noted there are better locations for the Burger King.

Traci Plitzuweit, Surprise resident, addressed the Commission regarding traffic conditions, kids walking to school and considering their safety. Another type of business would be a better option for this location.

Michelle Theis, Surprise resident, addressed the Commission regarding traffic conditions, safety of the students, noting this is a quiet neighborhood and there are better locations for the Burger King.

Jamie Hood, Surprise resident, addressed the Commission regarding traffic conditions and the safety of the students.

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

Commissioner Smith made a motion to recommend approval to the Mayor and City Council of a Conditional Use Permit for the Burger King at Market West Square, subject to conditions "a" through "d" as listed in the Staff Report. Vice Chair Keating seconded the motion. The motion passed with 6 votes in favor and 1absent.

OTHER BUSINESS:

Item 4 – INTERNAL - Discussion pertaining to future agenda items.

None.

ADJOURNMENT:

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

Eric Fitzer
Community Development Director

Ken Chapman
Planning and Zoning Commission Chair

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: _____
Lorraine Nevarez, Commission Secretary

DATE: _____