

**CITY OF SURPRISE  
PLANNING AND ZONING COMMISSION**

**MEETING MINUTES**

**July 21, 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, July 21, 2016.

**A. ROLL CALL**

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

**STAFF PRESENT:**

Community Development Director Eric Fitzer, Deputy City Attorney Donna Bronski, Planner Hobart Wingard, Planner Sergio Angulo and Planning and Zoning Commission Secretary Heather Donaldson and Lorraine Nevarez, Administrative Specialist – Sr.

**COUNCIL MEMBERS PRESENT:**

None

**B. PLEDGE OF ALLEGIANCE**

**C. CURRENT EVENTS REPORT**

**D. STAFF REPORT**

Eric Fitzer, Director, advised the Commission of the attendance section in the Boards and Commission Handbook.

**CALL TO THE PUBLIC:**

Chair Chapman opened the call to the public to discuss any issues not noted on the agenda.

Martha Bails, Surprise resident, addressed the Commission regarding the meeting materials provided at the meeting and online. Ms. Bails would suggest increasing the size of the text and images to view.

Hearing no further 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 June 16, 2016 Planning and Zoning Commission minutes.**

Commissioner Smith made a motion to approve the June 16, 2016 Planning and Zoning Commission minutes. Commissioner Somers seconded the motion. The motion passed with 5 votes in favor, and 2 absent (Hoyler, Ferguson).

### **Item 2 – DISTRICT Citywide – Presentation and discussion on the City of Surprise Landscaping Requirements.**

Eric Fitzer, Director, presented on the City of Surprise Landscaping Requirements to the Commission.

The Commission discussed:

- Timeline and process of review for the requirements.
- Review process including public participation and HOAs.
- Consolidating requirements to make them standard.
- The planning design standards compared to other cities.
- Maintenance requirements for the landscaping.

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 on an Ordinance rezoning property located at the southeast corner of Litchfield Road and Cactus Road from Residential Ranch (RR) to Public Facility (PF).**

Sergio Angulo, Planner, presented items 3 and 4 to the Commission simultaneously.

The Commission discussed (regarding items 3 and 4):

- Scale of trees proposed on landscape plans
- Landscaping plan meets code
- Block wall around the perimeter
- Stacking of vehicles

- Visibility of signage

Chair Chapman opened the call to the public for items 3 and 4.

Martha Bails, Surprise resident, addressed the Commission regarding the landscaping and the maintenance that is required of this project. Ms. Bails noted there are too many plants that would require a lot of water and maintenance.

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

Commissioner Somers made a motion to recommend approval to the Mayor and City Council of the proposed rezoning request for the property located at the southeast corner of Litchfield Road and Cactus Road from Residential Ranch (RR) to Public Facility (PF). Vice Chair Keating seconded the motion. The motion passed with 5 votes in favor and 2 absent (Hoyler, Ferguson).

**Item 4 – DISTRICT 6 – Presentation and possible action item regarding a Site Plan for the construction of an entrance gate for the SPA-1 Water Reclamation Facility located at the Southeast corner of Cactus Road and Litchfield Road.**

Sergio Angulo, Planner, presented items 3 and 4 to the Commission simultaneously.

The public hearing took place during item 3.

Commissioner Somers made a motion to approve the Site Plan for the SPA-1 North Entrance Gate and Block Wall subject to stipulation 'a' in the staff report and stipulation 'b' revising the landscape plans to substitute saguaros for both species of palm trees and decreasing the number of plants to the minimum amount allowed by City regulations at the time of planting. Vice Chair Keating seconded the motion. The motion passed with 5 votes in favor and 2 absent (Hoyler, Ferguson).

**Item 5 – DISTRICT 5 – Presentation and action regarding a Rezone/PAD Amendment providing development standards and allowing for an attached and detached rental housing unit project on property generally located on the Southwest Corner of Greenway and Litchfield Roads within the Sierra Verde Planned Area Development (PAD).**

Hobart Wingard, Planner, presented items 5 and 6 to the Commission simultaneously.

The Commission discussed (regarding items 5 and 6):

- Scale of trees proposed on landscape plans
- Landscaping plan meets code
- Access to commercial property
- Aesthetics of the property in the future
- Maintaining the property
- Extension, height and expense of the block wall
- Stipulations regarding pets

Chair Chapman opened the call to the public for items 5 and 6.

Leo Mankiewicz, Surprise resident, addressed the Commission about his support of the project. Mr. Mankiewicz lives behind the property of the proposed project and feels this type of project is needed in the neighborhood.

Martha Bails, Surprise resident, addressed the Commission regarding the landscaping and the maintenance that is required of this project. Ms. Bails noted there are too many plants that would require a lot of water and maintenance.

Jeff Blilie, Applicant of the project, addressed the Commission regarding similar projects already developed in different cities within the state. This type of project is meeting the demand of the millennials. All the maintenance and upkeep will be managed by the facility.

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

Vice Chair Keating made a motion to recommend approval to the Mayor and City Council of a Rezone/PAD Amendment providing development standards and allowing for an attached and detached rental housing unit project. Commissioner Martin seconded the motion. The motion passed with 4 votes in favor, 1 vote against and 2 absent (Hoyler, Ferguson).

**Item 6 – DISTRICT 5 – Consideration and action on a Site Plan for the Bungalows rental housing unit project generally located at the Southwest Corner of Greenway and Litchfield Roads within the Sierra Verde Planned Area Development (PAD).**

Hobart Wingard, Planner, presented items 5 and 6 to the Commission simultaneously during item 5.

The public hearing took place during item 5.

Vice Chair Keating made a motion to approve the Site Plan for the Bungalow's Rental Project subject to conditions "a" through "d" as listed in the staff report. Commissioner Martin seconded the motion. The motion passed with 4 votes in favor, 1 vote against and 2 absent (Hoyler, Ferguson).

**OTHER BUSINESS:**

**Item 7 – INTERNAL - Discussion pertaining to future agenda items.**

None.

**ADJOURNMENT:**

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 7:36 p.m.

Eric Fitzer  
Community Development Director

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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: \_\_\_\_\_  
Heather Donaldson, Commission Secretary

DATE: \_\_\_\_\_