

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

June 16, 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, June 16, 2016.

A. ROLL CALL

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

STAFF PRESENT:

Community Development Director Eric Fitzer, Deputy City Attorney Donna Bronski, Long Range Planning Manager Lloyd Abrams, Planner Hobart Wingard, Planner Robert Kuhfuss, Planner Josh Mike, Planner Sergio Angulo 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:

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 landscaping requirements as well as addressing on signs.

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 May 19, 2016 Planning and Zoning Commission minutes.

Commissioner Smith made a motion to approve the May 19, 2016 Planning and Zoning Commission minutes. Vice Chair Keating seconded the motion. The motion passed with 3 votes in favor, 2 abstained (Chapman, Somers) and 2 absent (Hoyler, Martin).

Item 2 – DISTRICT 3 – Consideration and action on a site plan for a Goodwill collection and sales facility.

Hobart Wingard, Planner, presented the project to the Commission and advised that condition 'a' in the staff report has already been addressed by the applicant.

The Commission discussed:

- Public comments
- Any changes to existing master site plan
- Drive-thru drop off hours of operation
- Concern regarding headlights in the evening of vehicles dropping off (shining into the neighboring residential)
- Truck delivery hours and trip frequency

Commissioner Somers made a motion to approve the proposed site plan for a Goodwill collection and sales facility subject to conditions 'b' through 'd' as listed in the staff report. Commissioner Smith seconded the motion. The motion passed with 5 votes in favor and 2 absent (Hoyler, Martin).

Item 3 – DISTRICT 4 – Consideration and action regarding a Major Site Plan Amendment for 3 Minute Express Car Wash.

Robert Kuhfuss, Planner, presented the project to the Commission.

The Commission discussed:

- Scale of trees proposed on landscape plans
- Landscaping plan meets code
- Circulation change
- Mitigation of noise

Vice Chair Keating made a motion to approve the proposed Major Site Plan Amendment for 3 Minute Express Car Wash subject to stipulations 'a' through 'f' as listed in the staff report. Commissioner Ferguson seconded the motion. The motion passed with 5 votes in favor and 2 absent (Hoyler, Martin)

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 4 – DISTRICT 4 – Consideration and action regarding a zoning text amendment to establish the Surprise Heritage District and two corresponding overlay zones, one for residential properties and the other for commercial properties.

Josh Mike, Planner, presented items 4, 5 and 6 to the Commission simultaneously.

The Commission discussed (regarding items 4, 5, and 6):

- Opt-out provision effects on financial incentive
- Community effort showing the heart of Surprise
- Commendation of staff and community for the efforts put forward in developing the Surprise Heritage District

Chair Chapman opened the call to the public for items 4, 5, and 6.

Doc Sullivan, Surprise resident, is in favor of the Surprise Heritage District zoning text amendment and Residential and Commercial Overlay rezones. He commended staff on their presentation and stated they did a wonderful job of explaining everything going on to the community.

Ken Remley, Surprise resident, thanked staff for doing a beautiful job on this project and for their consideration of everything the stakeholders have brought forward. He stated that this is a great opportunity for us to do something positive for the City of Surprise.

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 action that will apply the Residential Overlay (SHD-RO) zone to 1135 parcels within the Original Townsite. Vice Chair Keating seconded the motion. The motion passed with 5 votes in favor and 2 absent (Hoyler, Martin).

Item 5 – DISTRICT 4 – Consideration and action regarding a rezone to apply the proposed Residential Overlay (SHD-RO) zone to 1135 parcels within the Original Townsite.

Josh Mike, Planner, presented items 4, 5 and 6 to the Commission simultaneously during item 4.

The public hearing took place during item 4.

Vice Chair Keating made a motion to recommend approval to the Mayor and City Council of the proposed rezoning action that will apply the Residential Overlay (SHD-RO) zone to 1135 parcels within the Original Townsite. Commissioner Somers seconded the motion. The motion passed with 5 votes in favor and 2 absent (Hoyler, Martin).

Item 6 – DISTRICT 4 – Consideration and action regarding a rezone to apply the proposed Commercial Overlay (SHD-CO) zone to 224 parcels within the Original Townsite.

Josh Mike, Planner, presented items 4, 5 and 6 to the Commission simultaneously during item 4.

The public hearing took place during item 4.

Commissioner Ferguson made a motion to recommend approval to the Mayor and City Council of the proposed rezoning action that will apply the Commercial Overlay (SHD-CO) zone to 224 parcels within the Original Townsite. Commissioner Smith seconded the motion. The motion passed with 5 votes in favor and 2 absent (Hoyler, Martin).

OTHER BUSINESS:

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

Chair Chapman would like an update from staff to review landscape requirements to include water and density.

Eric Fitzer, Director, also commented that we will have a discussion regarding parking calculations and ADA requirements pursuant to Commissioner Ferguson's previous request.

ADJOURNMENT:

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 7:07 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: _____
Heather Donaldson, Commission Secretary

DATE: _____