



CITY OF SURPRISE
Planning and Zoning Commission Agenda
16000 N. Civic Center Plaza
Surprise, AZ 85374

Thursday, May 19, 2016 @ 6:00 PM
 COUNCIL CHAMBERS

* [Back](#) [Print](#)

CALL TO ORDER.

- A. Roll Call
- B. Pledge of Allegiance
- C. Current Events and Reports – Pursuant to A.R.S. §38-431.02(k) the chief administrator, presiding officer or a member of a public body may present a brief summary of current events without listing in the agenda the specific matters to be summarized, provided that 1) The summary is listed on the agenda; and 2) The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.
- D. Staff Reports

Planning and Zoning Commission Agenda:

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission on any item not on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

- E. Approval of items on the Consent Agenda – all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the Board\Commission. There will be no separate discussion on these items unless a board member or commissioner requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

CONSENT AGENDA:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

STAFF
 RECOMMENDATION/

ITEM #	DISTRICT #	ITEM DESCRIPTION
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PRESENTED BY

- #1 District Internal Consideration and action pertaining to approval of the May 5, 2016 Planning and Zoning Commission minutes. Approve
Heather
Donaldson,
Community
Development

REGULAR AGENDA ITEM - PUBLIC HEARING:

			STAFF RECOMMENDATION/
ITEM #	DISTRICT #	ITEM DESCRIPTION	PRESENTED BY
#2	District 6	<u>Consideration and action regarding a Conditional Use Permit for a two (2) tenant building with a drive-thru facility for a Dunkin' Donuts located on the south side of Waddell Road, west side of Litchfield Road, within the Marley Park PAD zoning district.</u>	Approve Sergio Angulo, Community Development
#3	District 5	<u>Consideration and action approving the Shops at Surprise Comprehensive Sign Program generally located on the southeast corner of Bell and Litchfield Roads.</u>	Approve Hobart Wingard - Community Development
#4	District Citywide	<u>Consideration and action of a proposed amendment to the Surprise Municipal Code Chapter 122, Article 11, Sections 122-115, 122-116, 122-117, 122-118, and 122-119, and adding some new sections to Division 11, "Land Divisions."</u>	Approve Hobart Wingard - Community Development

OTHER BUSINESS:

- #5 District Internal Discussion pertaining to future agenda items. No Action
Eric Fitzer,
Community
Development

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: May 12, 2016 at 8:45 AM

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Planning and Zoning Commission

May 19, 2016 @ 6:00:00 PM

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Board Meeting Date:	May 19, 2016	Contact Person:	Heather Donaldson, Community Development
Submitting Department:	CD Boards and Commissions	District:	Internal
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Consideration and action pertaining to approval of the May 5, 2016 Planning and Zoning Commission minutes.

Motion:

I move to approve the May 5, 2016 Planning and Zoning Commission minutes.

Background:

Financial Impact Statement:

No Financial Impact

ATTACHMENTS:

Click to download

☐ [5-5-16 P&Z Commission Meeting Minutes](#)

External Attachment Links:

Meeting Requirements:

Powerpoint	x	Video	x	White Board	x	Other	x
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Presentation Speaker Names (spelling and titles for TV captions):

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

May 5, 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, May 5, 2016.

A. ROLL CALL

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

STAFF PRESENT:

Community Development Director Eric Fitzer, Deputy City Attorney Donna Bronski, Planner Hobart Wingard, Long Range Planning Manager Lloyd Abrams, Project Coordinator Jamie Sullivan 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:

Debbie Roberts, Sun City West resident, addressed the Commission to request that they change the zoning code to lessen the restrictions for a medical marijuana dispensary.

CONSENT AGENDA:

No Items

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

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

Commissioner Smith made a motion to approve the April 21, 2016 Planning and Zoning Commission minutes. Commissioner Somers seconded the motion. The motion passed with 5 votes in favor, 2 abstentions (Jim Ferguson and Jerry Hoyler).

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – DISTRICT 1 – Consideration and action regarding a Major PAD Amendment to modify the development standards for Cortana at Desert Oasis at Surprise, a 269-lot medium density residential subdivision.

Lloyd Abrams, Long Range Planning Manager, presented the project to the Commission. Item numbers 2 and 3 were presented concurrently.

The Commission discussed:

- Future plans for 163rd Avenue (access)
- Current traffic counts
- Corrections to minor typos in staff report
- Fire access points
- Setback requirements for garages and houses
- Motor court easements
- Two access points for ingress and egress (preferred)
- Legal left-hand turn into the community
- Trash and recycle containers within the motor court easement
- Safety issues for emergency vehicles (turn-around access)

Commissioner Smith made a motion to recommend approval to the City Council of the Major PAD Amendment for Cortana at Desert Oasis at Surprise subject to stipulations 'a' through 'b' and 'd' through 'e' as listed in the staff report (eliminating stipulation 'c'), adding stipulation 'f' specific to the one story buildings adjacent to existing residential and adding stipulation 'g' to revise all plans and presentation materials to show Maya Way in place of Redbird Lane currently showing. Commissioner Somers seconded the motion. The motion passed with seven votes in favor.

Item 3 – DISTRICT 1 – Consideration and action regarding a Preliminary Plat for Cortana at Desert Oasis at Surprise, a 269-lot medium density residential subdivision.

Item 3 presented with item 2 presentation made by Long Range Planning Manager, Lloyd Abrams.

Vice Chair Keating made a motion to recommend approval to the Mayor and City Council of the proposed Preliminary Plat for Cortana at Desert Oasis at Surprise subject to stipulations 'a' through 'e' as listed in the staff report adding stipulation 'f' providing a legal left-hand turn lane installed along Maya Way along the alignment of North 174th Drive into the Community. Commissioner Somers seconded the motion. The motion passed with seven votes in favor.

Item 4 – DISTRICT 3 – Consideration and action regarding a Rezone/Major PAD Amendment changing the land use/zoning from PAD (Low Density Residential 3.38 DU/Ac) to PAD (Low Density Residential 3.96 DU/Ac) for a 29.55-acre residential subdivision.

Hobart Wingard, Planner, presented the project to the Commission. Item numbers 4 and 5 were presented concurrently.

The Commission discussed:

- Correction to minor typo in staff report
- Revision to Public Engagement Form
- Suggested spelling out the meaning of acronyms in staff reports

Vice Chair Keating made a motion to recommend approval to the Mayor and City Council of the Acoma Court Rezone/Major PAD Amendment subject to stipulations 'a' through 'c' as listed in the staff report. Commissioner Somers seconded the motion. The motion passed with seven votes in favor.

Item 5 – DISTRICT 3 – Consideration and action regarding a 117-Lot Preliminary Plat for Acoma Court.

Item 5 presented with item 4 presentation made by Hobart Wingard, Planner.

Vice Chair Keating made a motion to recommend approval to the Mayor and City Council of the proposed Preliminary Plat for Acoma Court as presented by staff. Commissioner Ferguson seconded the motion. The motion passed with seven votes in favor.

Item 6 – CITYWIDE – Consideration and action of a proposed amendment to the Surprise Municipal Code Chapter 122, Sections 122-56, 122-57, 122-58, 122-59, 122-60, 122-61, 122-62, 122-63, and 122-105 regarding Outdoor Storage, Outdoor Display, and Temporary Uses.

Hobart Wingard, Planner, presented the project to the Commission.

The Commission discussed:

- Definition of abandoned trailer and portable trailer
- Line 571 of Legislative Edit should reference no smaller than 12"x12"
- Determination of "Peaceful Assembly"
- Light industrial use of containers for temporary storage – screen walls
- Schools who have containers are protected
- City monitoring of people/business with containers

Commissioner Ferguson made a motion to recommend approval to the Mayor and City Council of the proposed Text Amendment to Chapter 122 of the Surprise Municipal Code 3 relating to Outdoor Storage, Outdoor Display, and Temporary Uses as presented by staff. Commissioner Martin seconded the motion. The motion passed with seven votes in favor.

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 7:10 p.m.

Eric Fitzer
Community Development Assistant 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: _____



CITY OF SURPRISE
Planning and Zoning Commission

May 19, 2016 @ 6:00:00 PM

Back Print

Board Meeting Date:	May 19, 2016	Contact Person:	Sergio Angulo, Community Development
Submitting Department:	CD Boards and Commissions	District:	6
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
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Agenda Wording:

Consideration and action regarding a Conditional Use Permit for a two (2) tenant building with a drive-thru facility for a Dunkin' Donuts located on the south side of Waddell Road, west side of Litchfield Road, within the Marley Park PAD zoning district.

Motion:

I move to approve the Conditional Use Permit for Dunkin' Donuts subject to stipulations 'a' through 'c' as listed in the staff report.

Background:

Jason Rieke of Bar Napkin Productions, LLC, on behalf of Dunkin' Donuts, submitted a request for a Conditional Use Permit relating to Lot 7 of Marley Park Square, a vacant property, located south side of Waddell Road and west of Litchfield Road.

Financial Impact Statement:

All activity related to ongoing development in the City of Surprise has an economic and fiscal impact on the City and the region.

ATTACHMENTS:

Click to download

- ☐ [00 - FS15-440 - Dunkin Donuts - CUP - Staff Report](#)
- ☐ [01 - FS15-440 - Dunkin Donuts - CUP - Public Engagement Form](#)
- ☐ [02 - FS15-440 - Dunkin Donuts - CUP - Vicinity Map](#)
- ☐ [03 - FS15-440 - Dunkin Donuts - CUP - LAFB Comments](#)
- ☐ [04 - FS15-440 - Dunkin Donuts - CUP - Site Plan](#)
- ☐ [05 - FS15-440 - Dunkin Donuts - CUP - Landscape Plan](#)
- ☐ [06 - FS15-440 - Dunkin Donuts - CUP - Elevations](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Sergio Angulo, Planner I

Eric Fitzer, Director

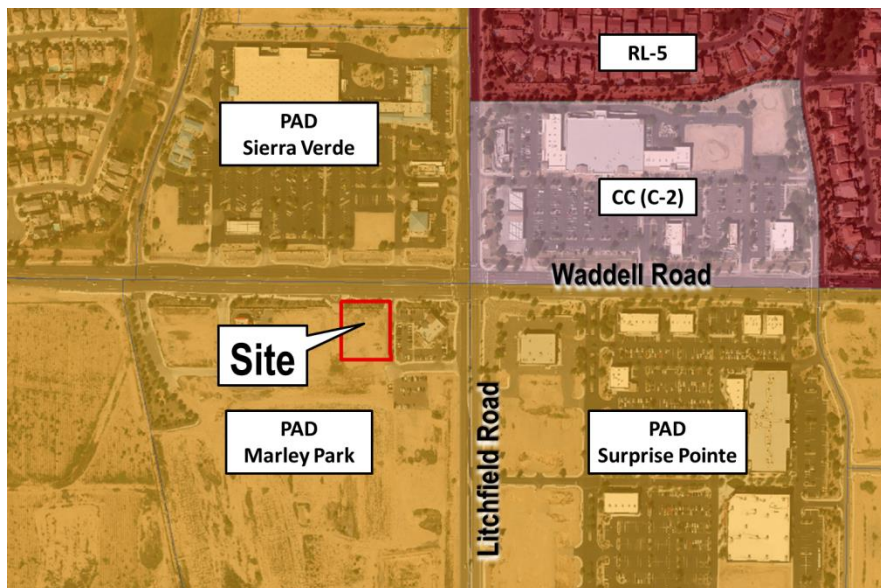


CONDITIONAL USE PERMIT

REPORT TO THE PLANNING AND ZONING COMMISSION

1	Case:	FS15-440
2	Project Name:	Dunkin' Donuts
3	Council District:	6 – Palo Verde
4	Meeting Date:	May 19, 2016
5	Planner:	Sergio Angulo, Planner I, 623-222-3155
6	Owner:	Randy Heller
7	Applicant:	Bar Napkin Productions, LLC
8	Request:	Conditional Use Permit for a two (2) tenant building with a drive-thru
9		facility for a Dunkin' Donuts.
10	Site Location:	South of Waddell Road and west of Litchfield Road.
11	Site Size:	40,412 sq. ft. (0.93 acre approx.)
12	General Plan Conformance:	The proposal is consistent with the Surprise General Plan 2035 as
13		proposed under case FS15-440.
14	Support/Opposition:	None known.
15	Staff Recommendation:	Staff recommends the Commission move to approve case FS15-440,
16		subject to stipulations 'a' through 'c'.

17 **Surrounding Land Zoning:**



18 **History:**

19 **October 25, 2000:** The PAD for Marley Park was approved by the City Council.

20 **November 9, 2000:** The subject parcel was annexed into the City.

21 **August 6, 2015:** Staff met with the applicant to discuss the project during a regularly scheduled
22 Concept Review meeting under CR15-282.

23 **November 4, 2015:** The applicant filed a request for a Conditional Use Permit approval for a two
24 (2) tenant building with a drive-thru facility for a Dunkin Donuts under case FS15-440.

25 **January 4, 2016:** The applicant held a Citizen Outreach Meeting, no one from the public attended.

26 **Citizen Review Meeting:**

27 On January 4, 2016 the applicant held a Citizen Review Meeting which was properly advertised. No
28 one from the public attended the meeting.

Project Description:

Jason Rieke of Bar Napkin Productions, LLC, on behalf of Dunkin' Donuts, requests approval of a Conditional Use Permit to allow for a new two-tenant building with a drive-thru facility and outdoor seating for a Dunkin Donuts in Lot 7 of Marley Park Square located in the southwest corner of Waddell and Litchfield Roads.

The proposed building is a 4,554 square feet with 2,212 square feet dedicated to the Dunkin' Donuts drive-thru facility and 2,342 square feet for a future tenant. The site has three (3) access points; two (2) from Waddell Road to the north and one (1) from an eastern shared driveway from Litchfield Road.

The site proposes a total of 37 parking spaces which exceeds the minimum requirements of the PAD. Two (2) of the subject spaces will be handicap-accessible. The trash enclosure is proposed to be located on the south side of the property. The site proposes good pedestrian connectivity internally providing pedestrian pathways to the existing development to the east and to future development to the south and west. The site also proposes pedestrian pathways to the existing sidewalks along Waddell Road.

The existing landscape along Waddell Road is consistent with the neighboring development to the east and to the west and will remain as is. Within the interior of the site the applicant proposes trees and plants along the proposed pedestrian pathways. The applicant is proposing three (3) Live Oaks along the eastern driveway but staff is asking the applicant to replace the Live Oaks with Palo Verdes (stipulation b.) to match and complement the existing landscape on the property to the east. The most northern parking island will only include one (1) tree because a light pole is required at that location to meet the SUDC's lighting requirements. The existing masonry wall along Waddell Road will screen the proposed on-site parking and the cars in the drive-thru lane.

The building proposes similar colors and materials from the surrounding development and meets the design standards of the Marley Park PAD. The north (faces Waddell Road) and west (front) elevations show similar details, the south and east provide less aesthetic details but are screened with additional landscaping on the south elevation and with green screens on the east elevation.

The applicant included a lighting photometric study with the application which meets the lighting requirements of the SUDC. Staff is requesting the applicant to include light pole elevations (stipulation c.) to ensure that the light poles conform to the poles currently utilized in this commercial center.

61 **Summary:**

62 Staff believes by accepting and incorporating stipulations 'a' through 'c' the proposed Conditional
63 Use Permit and Site Plan will meet the requirements of the Marley Park PAD, SUDC, and the
64 General Plan while helping to meet the Economic Development vision from the City Council
65 Strategic Plan.

66 **Findings:**

- 67 • The proposed Conditional Use Permit and Site Plan is consistent with the Surprise General
68 Plan 2035.
69 • The proposed Conditional Use Permit Site Plan will meet the provisions of the Marley Park
70 PAD and the SUDC as applicable once all stipulations are met.

71 **Recommendation:**

72 Based on the findings noted above, staff then recommends the Commission move to **approve** case
73 FS15-440, subject to stipulations 'a' through 'c' as outlined below:

- 74 **a.** The Site Plan prepared by BNP, dated March 31, 2016 will be revised and submitted
75 to include the following modifications:
76 1. Provide revised Sheet SP-3.
- 77 **b.** The landscape plan prepared by BNP, dated March 16, 2016 will be revised and submitted
78 to include the following modifications:
79 1. Replace the three (3) Live Oak trees with Desert Museum Palo Verdes to complement
80 the existing landscape in the property to the east.
- 81 **c.** The Site Photometric Plan prepared by Villa Lighting, dated March 31, 2016 will be revised
82 and submitted to include the following modifications:
83 1. Provide light pole elevations of P1 and P3. Light poles are to match the neighboring
84 properties.

85 However, should the Commission wish to deny of the request, the Commission should make its
86 own findings and base its decision on those alternative findings.

87 **Attachments:**

- 88 Vicinity Map
89 Luke AFB comments
90 Site Plan
91 Landscape Plan (color)
92 Elevations (color)

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: Dunkin' Donuts

OVERALL PUBLIC INVOLVEMENT LEVEL:

The applicant held a Citizen Review meeting on January 4, 2016 at the Residence Inn, informational mailers were sent to properties within 300 feet of the project, and advertisements were posted in a local newspaper.

IDENTIFY STAKEHOLDERS:

Property owners in the immediate area.

OBJECTIVES:

This project will allow the builder to construct a 4,554 sq ft two-tenant building with a drive-thru facility for a Dunkin' Donuts.

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) January 4, 2016 6:00pm - 7:00 pm

Future Council Work Session/Meetings target dates P&Z Commission May 19, 2016 at 6:00pm

Election dates (if applicable) N/A

Project start/completion dates N/A

Communication Tools and Technique options: (which do you plan to use?)

- ☐ Press releases
- ☒ Public meetings (video/photos, poster boards, fact sheet(s) *do you need Spanish version?)
- ☒ Presentations to boards and commissions, other interested community partners/stakeholders
- ☐ Third-party consultant/moderator (pending budget)
- ☐ Survey (online/paper/both?)
- ☐ Social media
- ☐ Surprise 11
- ☐ Notify Me email/ Council newsletters (opt-in audience)
- ☒ Paid advertising (pending budget)
- ☐ Surprise Progress (mailed quarterly and tied to print deadlines)
- ☐ Booth at city events
- ☒ Paid mailings (pending budget)
- ☐ Creation of a subcommittee/task force
- ☐ Youth/adult activities, registration, or orientation (HOA Academy)
- ☐ Website updates

VICINITY MAP





**DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND**

9 November 2015

Mr. James R. Mitchell
Director, Community Initiatives Team
56th Fighter Wing
14185 West Falcon Street
Luke AFB AZ 85309-1629

Ms. Deborah Perry
City of Surprise Planning Department
16000 N. Civic Center Plaza
Surprise AZ 85374

Re: FS15-440; Dunkin Donuts

Dear Ms. Perry

Thank you for the opportunity to provide comments on the Conditional Use Permit Dunkin Donuts at Marley Park. The site is located on 0.93 acres at the southwest intersection of Waddell and N. Litchfield Roads in Surprise AZ. Plans call for a new 4,650 square foot multi-tenant building to house a Dunkin Donuts and a future tenant. The location is inside the 1988 JLUS 65 Ldn, "high noise or accident potential zone" as defined by A.R.S. § 28-8461 and is within the "territory in the vicinity of a military airport" also defined by A.R.S. § 28-8461.

As described, the construction of the multi-tenant building, at the location described above will not negatively impact the flying operations at Luke AFB. Since this site is located within the "territory in the vicinity of a military airport," it will be subjected to approximately 165 over flights a day, with some as low as 1,500 feet above ground level. We recommend you review the sound attenuation requirements found in A.R.S. § 28-8482. In addition, a strong notification program on the part of the applicant is essential to inform potential tenants about Luke AFB operations.

If you have any questions, please contact my Community Planner, Ms. Barbara Plante, at (623) 856-9981.

Sincerely

A handwritten signature in black ink, appearing to read "J. Mitchell", is written over a horizontal line.

JAMES R. MITCHELL

cc:

Colonel David G. Shoemaker, Vice Commander, 56th Fighter Wing
Ms. Cindy L. Calderon, GS-13, General and Environmental Law Attorney, 56th Fighter Wing

REVIEWED FOR DESIGN CONFORMANCE ONLY

APPROVAL FOR THESE PLANS BY DUNKIN' BRANDS DOES NOT IMPLY THAT DUNKIN' BRANDS HAS REVIEWED THEM FOR CONFORMITY TO APPLICABLE CODES OR REGULATIONS

☐ APPROVED

☐ APPROVED AS NOTED: Submit Record Copy for Archives

☐ DISAPPROVED AS NOTED: Revise and Resubmit

☐ INCOMPLETE INFORMATION: Add requested information and resubmit

DUNKIN' BRANDS
Construction Manager

Notes:

E.1 SPECIAL INSPECTIONS

PER IBC CHAPTER 17, SPECIAL INSPECTIONS IS REQUIRED FOR THE FOLLOWING ITEMS:

- CONCRETE
 - DURING THE TAKING OF TEST SPECIMENS.
 - DURING THE PLACEMENT OF ALL REINFORCED CONCRETE, UNLESS NOTED OTHERWISE.
 - NO INSPECTION IS REQUIRED FOR SLABS ON GRADE.
- BOLTS IN CONCRETE:
 - DURING PLACEMENT OF CONCRETE AROUND BOLTS.
- REINFORCING STEEL (PERIODIC):
 - DURING THE PLACING OF REINFORCING STEEL FOR ALL CONCRETE REQUIRED TO HAVE SPECIAL INSPECTION NOTED ABOVE.
- EXPANSION AND EPOXY BOLTS:
 - DURING PLACEMENT OF ALL EXPANSION AND EPOXY BOLTS, FOR VISUAL VERIFICATION OF HOLE DIAMETER AND DEPTH AND PLACEMENT OF BOLT AND/OR EPOXY.
- DUTIES AND RESPONSIBILITIES OF THE SPECIAL INSPECTOR:
 - THE SPECIAL INSPECTOR SHALL OBSERVE THE WORK ASSIGNED TO BE CERTAIN IT CONFORMS WITH THE APPROVED DESIGN DRAWINGS AND SPECIFICATION.
 - THE SPECIAL INSPECTOR SHALL FURNISH INSPECTION REPORTS TO THE BUILDING OFFICIAL, AND TO THE ENGINEER.
 - UPON COMPLETION OF THE ASSIGNED WORK THE ENGINEER OR ARCHITECT SHALL COMPLETE AND SIGN THE APPROPRIATE FORMS CERTIFYING THAT TO THE BEST OF HIS KNOWLEDGE THE WORK IS IN CONFORMANCE WITH THE APPROVED PLANS AND SPECIFICATIONS AND THE APPLICABLE WORKMANSHIP PROVISIONS OF THE CODE.



IMAGE TYPE: ORIGINAL BLEND, JAZZ BREW, DARK ROAST, ETC.

13953 W. WADDELL RD.

SURPRISE, AZ 85379

FRANCHISEE: ARCHITECT: CIVIL: LANDSCAPE: LANDLORD/DEVELOPER:

ABDO IV NYRE, LLC
ADDRESS: 550 WEST 54TH ST.
SUITE 25A
NEW YORK, NY, 10019
CONTACT: PAUL FAUST
PHONE: (480) 223-7915
EMAIL: pfaust@abddcapital.com

BAR NAPKIN PRODUCTIONS, LLC.
ADDRESS: 2828 N. CENTRAL AVE.
SUITE 1300
PHOENIX, AZ 85004
PHONE: 602.492.9494
CONTACT: HALEY BALZANO

CYPRESS CIVIL DEVELOPMENT
ADDRESS: 808 N FIRST ST.
PHOENIX, AZ 85004
PHONE: 623.282.2498
CONTACT: WALTER SCHUMACHER

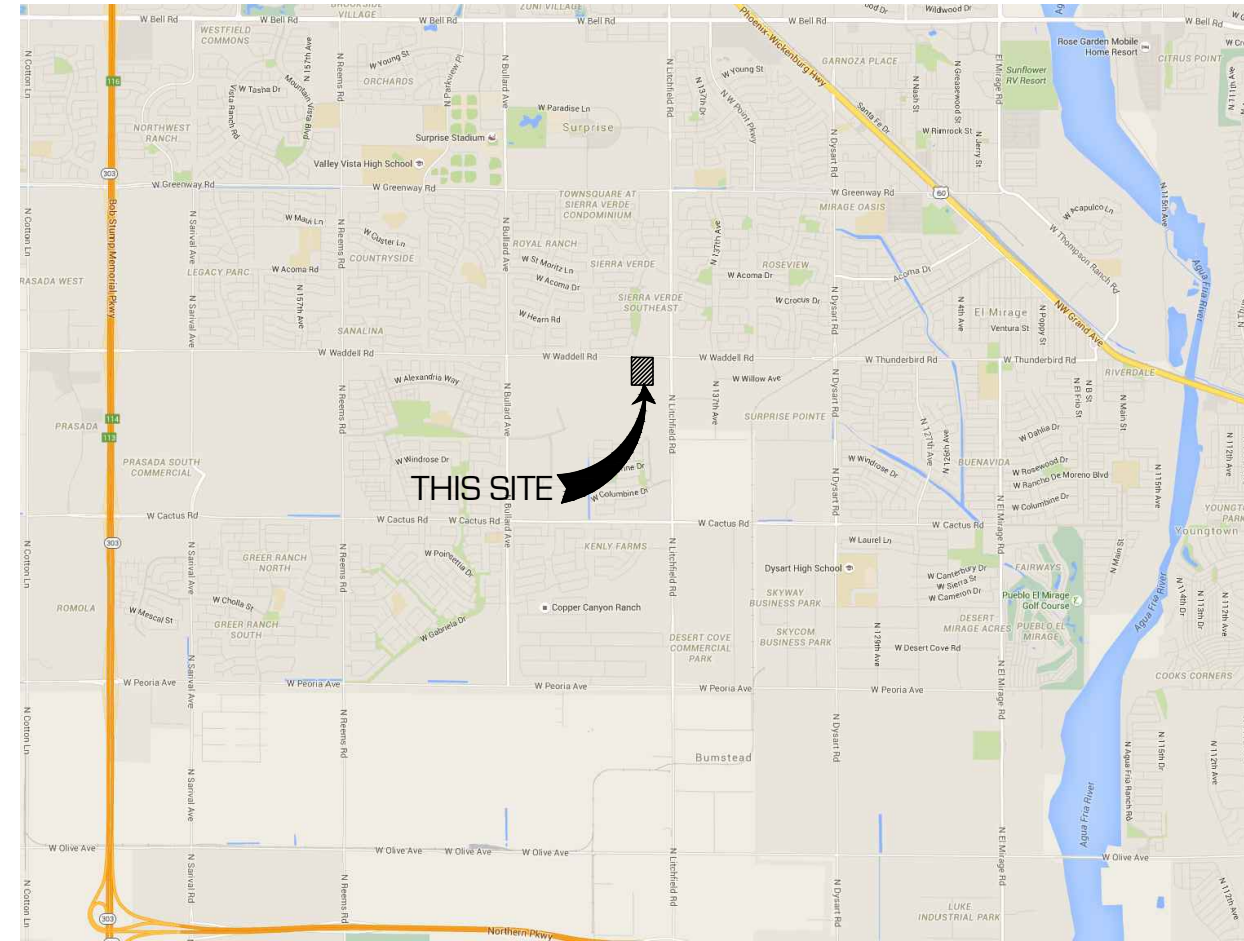
NORRIS DESIGN
ADDRESS: 4450 N 12TH ST.
SUITE 236
PHOENIX, AZ 85014
PHONE: 602.254.9600
CONTACT: MARY ESTES

DWIG PHOENIX
ADDRESS: 6501 EAST GREENWAY PKWY
SUITE 103
SCOTTSDALE, AZ 85254

ABBREVIATIONS:

&	AND	GA.	GAUGE	Q.T.	QUARRY TILE
@	AT	GALV.	GALVANIZED	QTY.	QUANTITY
A/C	AIR CONDITIONING	GYP. BD.	GYPSUM BOARD	R.A.	RADIUS
A.D.	AREA DRAIN	HDWD.	HARDWOOD	RAD.	RADIUS
A.F.F.	ABOVE FINISH FLOOR	HDR.	HEADER	REF.	REFRIGERATOR
ALUM.	ALUMINUM	H.M.	HOLLOW METAL	REINF.	REINFORCING
ALT.	ALTERNATE	HGRIZ.	HORIZONTAL	REV.	REVISION
APPROX.	APPROXIMATE	HGT.	HEIGHT	REQ'D	REQUIRED
BD.	BOARD	I.D.	INSIDE DIAMETER	RESIL.	RESILIENT
BLDG.	BUILDING	INSUL.	INSULATION	RM.	ROOM
BM.	BEAM	INT.	INTERIOR	R.O.	ROUGH OPENING
BSMT.	BASEMENT	JT.	JOINT	SCHED.	SCHEDULE
BTWN.	BETWEEN	KIT.	KITCHEN	SEC.	SECTION
BOT.	BOTTOM	LAM.	LAMINATE	S.F.	SQUARE FOOT
C.L.	CENTER LINE	LAV.	LAVATORY	SHT.	SHEET
C.T.	CERAMIC TILE	LT.	LIGHT	SIM.	SIMILAR
CLG.	CEILING	MAS.	MASONRY	SPEC.	SPECIFICATION
CLOS.	CLOSET	MAX.	MAXIMUM	SQ.	SQUARE
CM	CONSTRUCTION MGR.	MECH.	MECHANICAL	S.S.	STAINLESS STEEL
CMU	CONC. MASONRY UNIT	MTL.	METAL	STD.	STANDARD
COL.	COLUMN	MFR.	MANUFACTURER	STL.	STEEL
COMBO	DUNKIN'/BASKIN	MIN.	MINIMUM	STRUCT.	STRUCTURAL
	DUNKIN'/TOGO'S	MISC.	MISCELLANEOUS	SUSP.	SUSPENDED
	TOGO'S/BASKIN	M.O.	MASONRY OPENING	TEL.	TELEPHONE
	CONCRETE	MTD.	MOUNTED	THK.	THICK
CONC.	CONTINUOUS	N.I.C.	NOT IN CONTRACT	THRU	THROUGH
CONT.	CONSTRUCTION	NO.	NUMBER	T.O.P.	TOP OF PLATE
CONST.	CONSTRUCTION	NOM.	NOMINAL	T.O.S.	TOP OF STEEL
C.S.	SPECIFICATIONS	N.T.S.	NOT TO SCALE	T.O.SL.	TOP OF SLAB
	DUNKIN' BRANDS INC.	O.A.	OVERALL	TRT.	TREATED
D.B.I.	DEPARTMENT	O.C.	ON CENTER	TYP.	TYPICAL
DEPT.	DETAIL	O.D.	OUTSIDE DIAMETER	V.C.B.	VINYL COMPOSITION BASE
D.F.	DRINKING FOUNTAIN	OPNG.	OPENING	V.C.T.	VINYL COMPOSITION TILE
DIA.	DIAMETER	OPT.	OPTIONAL	VERT.	VERTICAL
DIM.	DIMENSION	PL.	PLATE	V.I.F.	VERIFY IN FIELD
DISP.	DISPENSER	P.LAM.	PLASTIC LAMINATE	V.W.C.	VINYL WALL COVERING
DN.	DOWN	PLUMB.	PLUMBING	W/.	WITH
DR.	DOOR	PLYWD.	PLYWOOD	W/C.	WATER CLOSET
D.S.	DOWN SPOUT	PR.	PAIR	WD.	WOOD
DWG.	DRAWING	PROP.	PROPERTY	W/O	WITHOUT
EA.	EACH	P.S.F.	PER SQUARE FOOT	WP.	WATERPROOFING
EL.	ELEVATION	P.S.I.	PER SQUARE INCH	WT.	WEIGHT
ELEC.	ELECTRICAL	PTD.	PAINTED	WWW.	WELDED WIRE MESH
EQ.	EQUAL	P.V.C.	POLY VINYL CHLORIDE		
EQUIP.	EQUIPMENT				
EXIST.	EXISTING				
EXT.	EXTERIOR				
F.D.	FLOOR DRAIN				
FIN.	FINISH				
FL.	FLOOR				
F.O.	FACE OF				
FT.	FOOT				
FURN.	FURNITURE				

VICINITY MAP:



SYMBOL LEGEND:

$\frac{X}{XXX}$	ROOM NAME (TOP) AND ROOM NUMBER (BOTTOM)
$\frac{X}{X/X}$	INTERIOR ELEVATION
$\frac{X}{X-X}$	DETAIL REFERENCE - DETAIL NO. (TOP), SHEET NO. (BOTTOM)
$\frac{X}{X-X}$	WALL SECTION - SECTION NO. (TOP), SHEET NO. (BOTTOM)
$\bigcirc X$	KEYED NOTE - SEE KEYED NOTES
$\bigcirc 001$	FIXTURE REFERENCE - SEE EQUIPMENT COORDINATION SCHEDULE
$\boxed{X}$	PARTITION TYPE
$\bigcirc 101$	DOORS - NUMBER
$\boxed{X}$	FLOOR FINISHES
$\bigcirc X$	MISCELLANEOUS FINISHES

PROJECT INFORMATION:

PROJECT ADDRESS:	13953 W. WADDELL RD. SURPRISE, AZ 85379
PROJECT DESCRIPTION:	NEW MULTI-TENANT BUILDING FOR A FUTURE TENANT AND A DUNKIN' DONUTS TAKE-OUT RESTAURANT.
PARCEL #:	501-45-930
LOT #:	LOT 7 OF THE MARLEY PARK DEVELOPMENT
NET LOT AREA:	40.412 SF (0.93 ACRES)
LOT COVERAGE:	(4,650/40,412) * 100 = 11.5%
ZONING:	PAD (MARLEY PARK PLANNED AREA DEVELOPMENT)
OCCUPANCY TYPE:	A-2
OCCUPANCY CONTENT:	DONUT SHOP AND FUTURE RETAIL TENANT
TENANT AREA S.F.:	2,212 S.F. + 549 SF PATIO
NUMBER OF STORIES:	1
BUILDING HEIGHT:	25'-0"
TYPE OF CONSTRUCTION:	TYPE V-B
OCCUPANCY SEPARATION:	1 HOUR
MEANS OF EGRESS OCCUPANCY LOAD:	
NOTE: THE FOLLOWING CALCULATIONS ARE FOR EXITING PURPOSES ONLY	
DINING	438/15 = 30
QUEUING:	50/5 = 10
RESTROOMS:	87/0 = 0
KITCHEN:	549/200 = 3
STORAGE:	602/300 = 3
OFFICE:	35/100 = 2
HALL / CIRCULATION:	329/0 = 0
TOTAL INTERIOR:	2,089 = 48
PATIO	549/15 = 36
GRAND TOTAL:	= 84
PARKING CALCULATIONS (PER ARTICLE 9, CHAPTER 122 OF THE CITY SURPRISE UNIFIED DEVELOPMENT CODE AND THE MARLEY PARK PLANNED AREA DEVELOPMENT (PAD) REQUIREMENTS):	
DUNKIN DONUTS	
INTERIOR - 2,089 SF/250	8 SPACES
PATIO - 549 SF/250	2 SPACES
TOTAL -	10 SPACES
FUTURE RETAIL TENANT	
INTERIOR - 2,342 SF/300	8 SPACES
TOTAL -	8 SPACES
TOTAL SITE PARKING REQUIRED:	18 SPACES (16 REGULAR + 2 ADA)
TOTAL SITE PARKING PROVIDED:	37 SPACES (35 REGULAR + 2 ADA)
EXITS REQUIRED / PROVIDED:	1 / 2 (1 CUSTOMER, 1 KITCHEN/STAFF)
FIRE SPRINKLERS:	YES
STAND PIPES:	NO
FIRE ALARMS/STROBES/ANNUNCIATORS:	YES
SMOKE DETECTORS:	YES
FIRE EXTINGUISHERS:	YES
EMERGENCY LIGHTING:	YES
EXIT SIGNS:	YES
PANIC HARDWARE:	NO
RESTROOM CALCULATIONS:	
72 People = 36 men & 36 women	
MEN:	
Req'd WC = 1	PROV'D WC = 1
Req'd LAV = 1	PROV'D LAV = 1
WOMEN:	
Req'd WC = 1	PROV'D WC = 1
Req'd LAV = 1	PROV'D LAV = 1
DRINKING FOUNTAINS REQUIRED / PROVIDED:	1 / 1 (FREE WATER OFFERED)
SERVICE SINKS REQUIRED / PROVIDED:	1 / 1

BUILDING CODE DATA

DESIGN CODES	SURPRISE MUNICIPAL CODE ORDINANCE 14-04A (LOCAL CODE AMENDMENTS)
	2012 INTERNATIONAL BUILDING CODE
	2012 INTERNATIONAL ENERGY CONSERVATION CODE
	2012 INTERNATIONAL FUEL GAS CODE
	2012 INTERNATIONAL FIRE CODE
	2012 INTERNATIONAL MECHANICAL CODE
	2012 INTERNATIONAL PLUMBING CODES
	2011 NATIONAL ELECTRICAL CODE
	2009 ICC/ANSI A117.1 ACCESSIBLE & USEABLE BUILDING FACILITIES
	2010 ADA STANDARDS FOR ACCESSIBLE DESIGN

INDEX OF DRAWINGS

ARCHITECTURAL

T-1	TITLE SHEET AND PROJECT INFORMATION
SP-1	ARCHITECTURAL SITE PLAN
SP-2	SITE DETAILS
SP-3	SITE DETAILS
A-5	EXTERIOR ELEVATIONS

CIVIL

1 OF 3	COVER SHEET
2 OF 3	PRELIMINARY GRADING AND DRAINAGE PLAN
3 OF 3	PRELIMINARY UTILITY PLAN

LANDSCAPING

LS-1	LANDSCAPING PLAN
LS-2	DETAILS

ELECTRICAL

ES-1	SITE PHOTOMETRIC PLAN
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PROJECT DIRECTORY

BUILDING SERVICES COMMUNITY DEVELOPMENT DEPARTMENT BUILDING SAFETY DIVISION 16000 N. CIVIC CENTER PLAZA SURPRISE, AZ 85374 PHONE: 623.222.3000	HEALTH DEPARTMENT SERVICES MARICOPA COUNTY ENVIRONMENTAL SERVICES DEPARTMENT ENVIRONMENTAL HEALTH DIVISION 1001 N. CENTRAL AVE. #150 PHOENIX, AZ 85004 PHONE: 602.506.6824
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GENERAL NOTES

- FIRE ALARM AND SPRINKLER DRAWINGS SHALL BE A DEFERRED SUBMITTAL.
- STRUCTURE CONSTRUCTION, ALTERATION, OR DEMOLITION SHALL COMPLY WITH REQUIREMENTS OF I.F.C. CHAPTER 14 AND N.F.P.A. 241.



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suite 1300
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602 . 492 . 9494
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STORE #: 355038

DUNKIN'
DONUTS

PROJECT LOCATION

13953 W. WADDELL RD.
SURPRISE, AZ 85379

ISSUE DATE

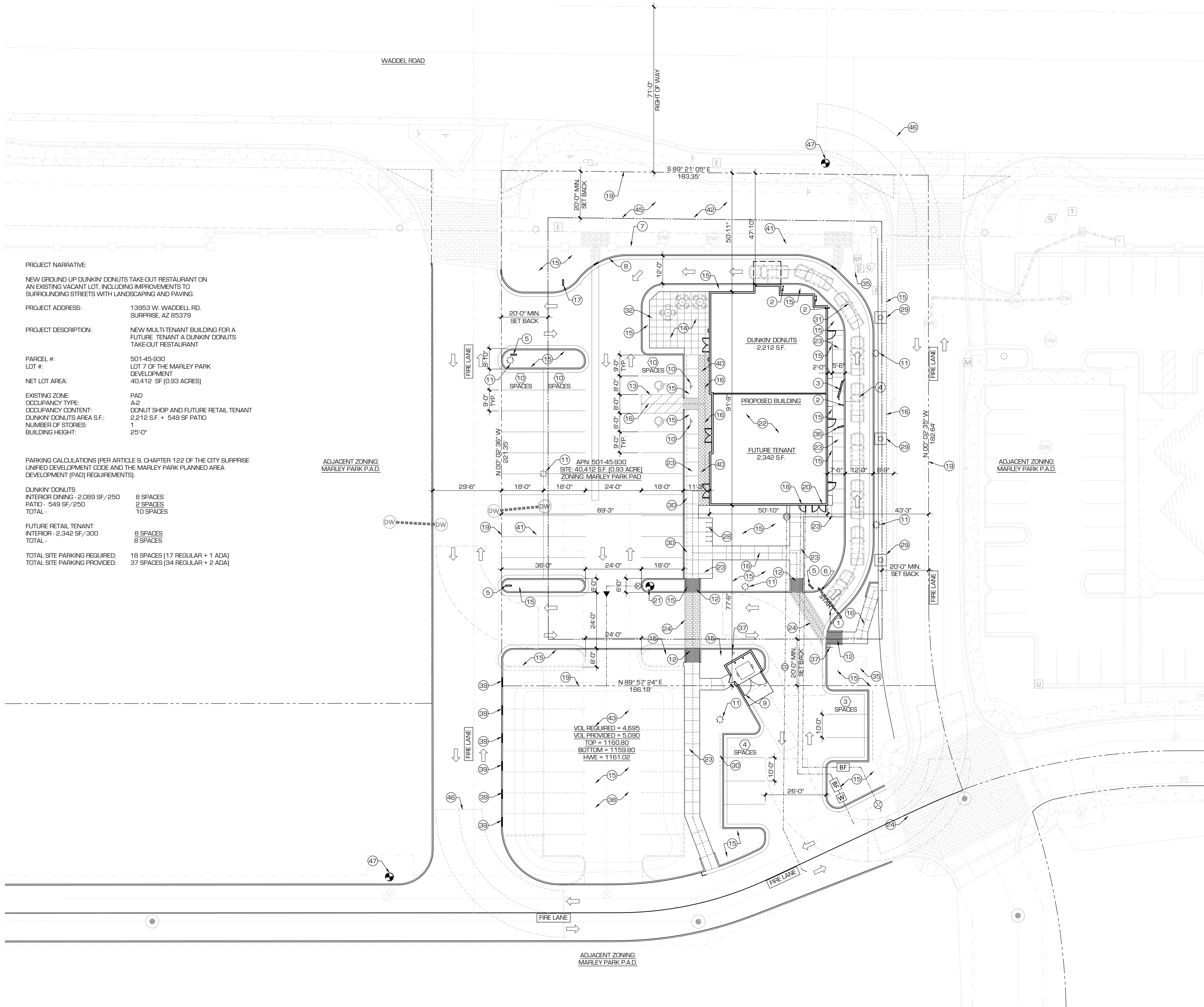
DESIGN REVIEW	11.02.15
DESIGN REVIEW REV 1	03.11.16
DESIGN REVIEW REV 2	03.31.16

TITLE SHEET AND
PROJECT INFORMATION

BN1239

T-1

13/30/2016 9:15:36 AM - Z:\DUNKIN DONUTS\BN1239 Dunkin' Donuts\ABDD Marley Park\Drawings\DKIN\Donuts\Sheets\Site\SP1 ARCHITECTURAL SITE PLAN.dwg - Xref



PROJECT NARRATIVE:
NEW GROUND UP DUNKIN' DONUTS TAKE-OUT RESTAURANT ON AN EXISTING VACANT LOT, INCLUDING IMPROVEMENTS TO SURROUNDING STREETS WITH LANDSCAPING AND PAVING.

PROJECT ADDRESS: 13953 W. WADDELL RD. SURPRISE, AZ 85379

PROJECT DESCRIPTION: NEW MULTI-TENANT BUILDING FOR A FUTURE TENANT A DUNKIN' DONUTS TAKE-OUT RESTAURANT

PARCEL #: 501-45-930
LOT #: LOT 7 OF THE MARLEY PARK DEVELOPMENT
NET LOT AREA: 40,412 SF (0.93 ACRES)

EXISTING ZONE: PAD
OCCUPANCY TYPE: A-2
OCCUPANCY CONTENT: DONUT SHOP AND FUTURE RETAIL TENANT
DUNKIN' DONUTS AREA S.F.: 2,212 S.F. + 549 SF PATIO
NUMBER OF STORIES: 1
BUILDING HEIGHT: 25'-0"

PARKING CALCULATIONS (PER ARTICLE 9, CHAPTER 122 OF THE CITY SURPRISE UNIFIED DEVELOPMENT CODE AND THE MARLEY PARK PLANNED AREA DEVELOPMENT (PAD) REQUIREMENTS).

DUNKIN' DONUTS
INTERIOR DINING - 2,089 SF / 250
PATIO - 549 SF / 250
TOTAL - 8 SPACES
2 SPACES
10 SPACES

FUTURE RETAIL TENANT
INTERIOR - 2,342 SF / 300
TOTAL - 8 SPACES
8 SPACES

TOTAL SITE PARKING REQUIRED: 18 SPACES (17 REGULAR + 1 ADA)
TOTAL SITE PARKING PROVIDED: 37 SPACES (34 REGULAR + 2 ADA)

ADJACENT ZONING:
MARLEY PARK P.A.D.

VOL REQUIRED = 4,695
VOL PROVIDED = 5,090
TOP = 1160.80
BOTTOM = 1159.80
HVE = 1161.02

ADJACENT ZONING:
MARLEY PARK P.A.D.

ARCHITECTURAL SITE PLAN

SCALE: 1" = 20'-0"



KEYED NOTES

- DS-1 PAINT TEMPLATE FOR GRAPHIC AVAILABLE FOR DGS (SEE NATIONAL ACCOUNTS); "AMERICA RUNS ON DUNKIN'" TO MATCH PMS 165C. "START" TO MATCH PMS 151C. USE HSC CONCRETE STAIN, SOLID COLOR WATER BASE (ULTRACEP), PROPERLY PREPARE THE ASPHALT BEING PAINTED VIA PRESSURE WASHER BEFORE PAINTING THE "AMERICA RUNS ON DUNKIN'" STENCIL AT DRIVE-THRU.
- CONCRETE FILLED PIPE BOLLARD. SEE DETAIL 5/SP-2.
- MENU BOARD SIGN, CONTRACTOR TO VERIFY EXACT LOCATION AND INSTALLATION. SEE DETAIL 2/SP-2
- GROUND LOOP. SEE DETAIL 4/SP-2 (DETAIL 3/SP-2 FOR EXISTING PAVEMENT CONDITIONS).
- DRIVE-THRU SIGN (DIRECTIONAL). SEE DETAIL 7/SP-2
- CLEARANCE BAR.
- EXISTING SCREEN WALL.
- CONCRETE CURB.
- TRASH ENCLOSURE. SEE DETAIL 6/SP-3
- VAN ACCESSIBLE PARKING SIGN. SEE DETAIL 11/SP-2
- SITE LIGHTING TO MATCH DEVELOPMENT STANDARDS.
- 6' ADA ACCESS RAMP W/ 2" DETECTABLE WARNING SURFACE, 1:12 MAX. SLOPE, 6" MAX. RISE. SEE DETAIL 12/SP-2
- ADA ACCESS AISLE.
- 3'x3' CONCRETE GRID PATIO.
- LANDSCAPE AREA.
- DASHED LINE INDICATES ADA ACCESS ROUTE.
- THANK YOU SIGN.
- FIRE RISER ROOM.
- PROPERTY LINE.
- SES PANEL.
- NEW FIRE HYDRANT.
- WATER CONNECTION. REFER TO CIVIL PLANS.
- NEW 6'x6' CONCRETE GRID SIDEWALK.
- PAINTED PEDESTRIAN WALKWAY TO MATCH DEVELOPMENT STANDARDS.
- STORM DRAIN ACCESS PORTS. REFER TO CIVIL DRAWING.
- CATCH BASIN. REFER TO CIVIL DRAWINGS.
- REFUSE TRUCK TURNING RADI: 26 FT. INTERNAL AND 42 FT. EXTERNAL.
- BICYCLE RACK. SEE DETAIL 9/SP-2
- LANDSCAPE TREE GRATE.
- PARKING OVERHANG.
- 80'-0" DRIVE-THRU QUEUE LINE
- 42" HIGH PATIO RAILING.
- PYLON/MONUMENT SIGN TO MATCH DEVELOPMENT STANDARDS.
- LINE OF EXISTING PAVING.
- EXISTING EQUIPMENT.
- PREVIEW MENU BOARD SIGN, CONTRACTOR TO VERIFY EXACT LOCATION AND INSTALLATION. SEE DETAIL 2/SP-2
- STOP SIGN.
- FUTURE PARKING.
- CURB OPENING.
- PAVERS
- PROPERTY SETBACK
- EXISTING RETENTION BASINS
- TEMPORARY RETENTION BASINS
- 100 YEAR HIGH WATER ELEVATION
- EXISTING LANDSCAPE AREA.
- FIRE TRUCK TURNING RADI: 35 FT. INTERNAL AND 55 FT. EXTERNAL.
- EXISTING FIRE HYDRANT.

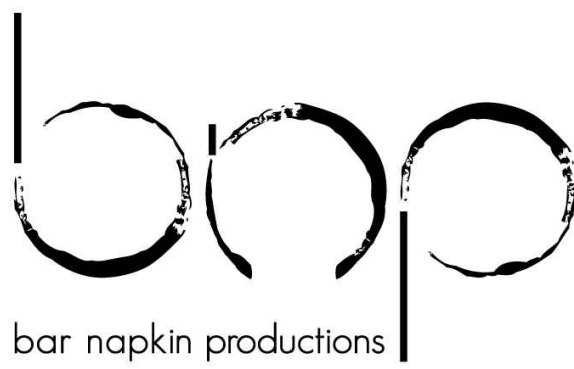
GENERAL NOTES

- REFER TO DUNKIN' BRANDS WEBSITE (www.ardus.com/externet/) FOR COMPLETE INSTALLATION INFORMATION AND DETAILS.
- ALL SIGNAGE TO BE UNDER SEPARATE REVIEW AND PERMIT.

ACCESSIBILITY NOTES

THE CONTRACTOR SHALL BECOME FAMILIAR WITH THE A.D.A. AND LOCAL BARRIER FREE REQUIREMENTS AND SHALL ENSURE THAT THIS FACILITY WILL MEET THE STRICTEST OF THE APPLICABLE REQUIREMENTS. THE FOLLOWING IS A PARTIAL LIST OF SITE RELATED ITEMS WITHIN THE SCOPE OF WORK TO PAY PARTICULAR ATTENTION TO:

- ACCESSIBLE PARKING STALL REQUIREMENTS.
- ACCESSIBILITY FROM PARKING TO BUILDING INTERIOR.
- PATH OF EGRESS FROM BUILDING TO PUBLIC RIGHT OF WAY.



2828 n central avenue
suite 1300
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STORE #: 355038
DUNKIN'
DONUTS

PROJECT LOCATION

13953 W. WADDELL RD.
SURPRISE, AZ 85379

	ISSUE DATE
DESIGN REVIEW	11.02.15
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ARCHITECTURAL SITE
PLAN

BN1239

SP-1

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3/31/2016 6:55:59 AM - \\n\indigenous minds\3\Projects\1\Acacia\15126 DD Marley Park Surprises.dwg - MaryE



PLANTING PLAN

PLANT LEGEND

TREES	BOTANICAL NAME Common Name (MATURE SIZE)	SIZE	QTY.	CAL/HEIGHT	REMARKS
	Existing Tree - Species and sizes vary				
	Cercidium hybrid 'Desert Museum' 'Desert Museum' hybrid thornless Palo verde (25' T / 25' W.)	24" box 36" box 48" box	3 2 2	1.0-1.5 / 5'-8' ht. 1.75-2.25 / 8'-10' ht. 3.0-4.0 / 10'-14' ht.	All sizes Low-break
	Pistacia chinensis 'Red Push'™ Chinese Pistache (40' T / 30' W.)	24" box 36" box 48" box	3 2 1	1.0-1.5 / 7'-9' ht. 1.75-2.25 / 9'-11' ht. 3.0-4.0 / 12'-14' ht.	All sizes Standard
	Quercus virginiana Live Oak (40' T / 30' W.)	24" box	3	1.0-1.5 / 7'-9' ht.	Standard
SHRUBS					
	Lantana spp. 'New Gold' (New Gold Lantana)	5 Gal	23		
	Eremophila maculata (Valentine Emu)	5 Gal	11		
	Leucophyllum frutescens 'Green Cloud'™ (Green Cloud™ Sage)	5 Gal	5		
	Leucophyllum langmaniae 'Rio Bravo' (Thunder Cloud™ Sage)	5 Gal	12		
	Muhlenbergia capillaris 'Regal Mist'™ (Regal Mist™ Muhly)	5 Gal	31		
ACCENTS / SUCCULENTS					
	Dasylistron longissimum (Toothless Desert Spoon)	5 Gal	10		
	Hesperaloe parvifolia (Red Yucca)	5 Gal	26		
GROUND COVER					
	Lantana montevidensis (Purple Trailing Lantana)	1 Gal	8		
	Convolvulus cneorum (Bush Morning Glory)	1 Gal	17		
	Ruellia brittaniana 'Katie' (Dwarf Katie Ruellia)	1 Gal	43		
EXISTING SHRUB, ACCENT, GROUND COVER					
	Species and sizes vary				
INERT MATERIALS					
	Decomposed Granite Topdress, 1/2" screen Saddleback Brown in all planting and non-paved areas. Provide approximately 5,115 sq.ft. at 2" depth.				
NOTES:	All trees shall comply with the latest amended addition of the "Arizona Nursery Association Recommended Tree Specifications." All plants being proposed for the project are on the list of approved plants for Marley Park Square.				

PLANT DENSITY CALCULATIONS PER CITY OF SURPRISE ARTICLE X.

TOTAL LANDSCAPE AREA: 5,115 S.F.

REQUIRED TREES:

ONE TREE FOR EVERY 400 SQUARE FEET OF LANDSCAPE AREA.
 $5115/400 = 12.78$ SAY 13 TREES REQUIRED.
FIFTY PERCENT = 24" BOX.
THIRTY PERCENT = 36" BOX.
TWENTY PERCENT = 48" BOX.

TREES PROVIDED: 16

9 = 24" BOX.
4 = 36" BOX.
3 = 48" BOX.

SHRUBS REQUIRED:

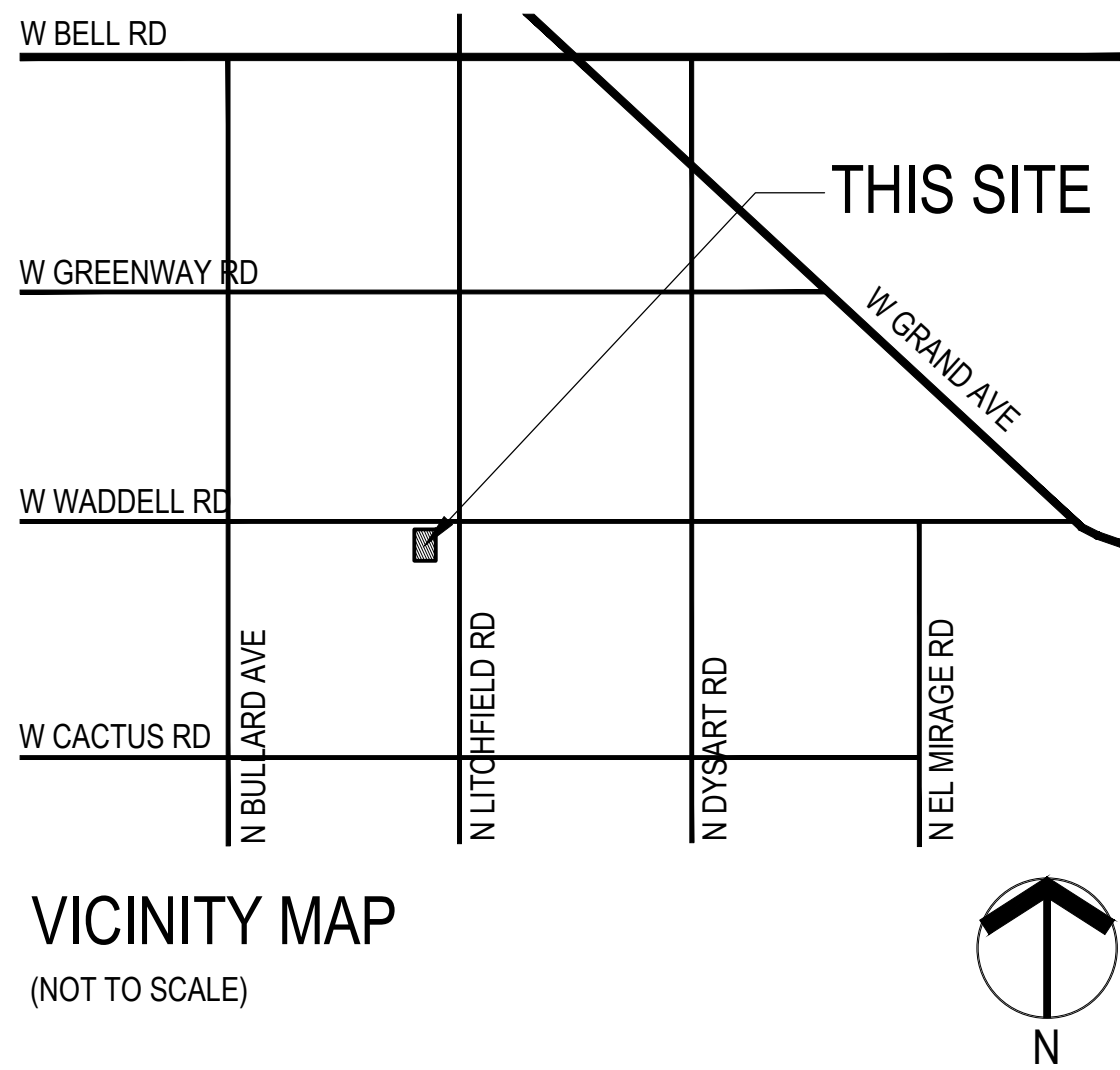
FIVE SHRUBS FOR EVERY 400 SQUARE FEET OF LANDSCAPE AREA.
 $5115/400 = 12.78 \times 5 = 63.9$ SAY 64 SHRUBS REQUIRED.
SHRUBS SHALL BE 5-GALLON SIZE.

SHRUBS PROVIDED: 118 AT 5-GALLON SIZE.

GROUND COVER MUST BE A MINIMUM OF ONE GALLON SIZE.

GROUND COVER PROVIDED: 68 AT 1-GALLON SIZE.

THE STREET FRONTAGE LANDSCAPE ALONG WEST WADDELL ROAD IS EXISTING.



VICINITY MAP

(NOT TO SCALE)

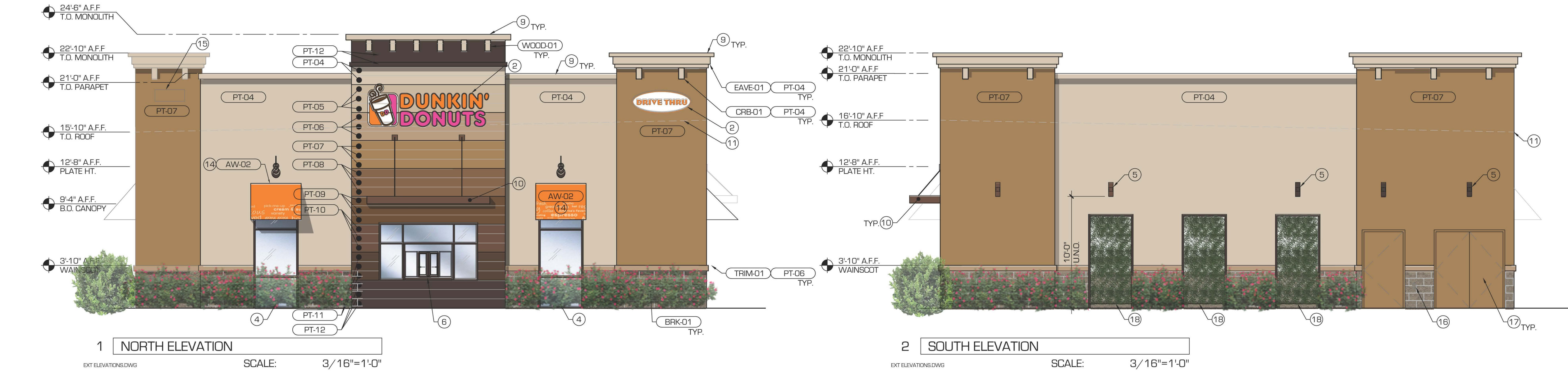
NOTES:

- ALL NON-PAVED AREAS SHALL BE COVERED WITH DECOMPOSED GRANITE, 2" MINIMUM DEPTH.
- THERE IS NO TURF PROPOSED ON THIS PROJECT.
- ALL PLANT SPECIES SHALL CONFORM TO ARIZONA DEPARTMENT OF WATER RESOURCES LOW-WATER USE PLANT LIST.
- ALL TREES SHALL BE PLANTED AND STAKED IN ACCORDANCE WITH ARIZONA NURSERY ASSOCIATION STANDARDS.
- ALL PLANTING AREAS WILL BE AUTOMATICALLY IRRIGATED WITH A PROGRAMMABLE DRIP IRRIGATION SYSTEM USING RECLAIMED WATER. SEE IRRIGATION PLANS AND DETAILS.
- THERE ARE NO EXISTING PLANT MATERIALS ON THIS SITE, EXCEPT ALONG THE NORTH PROPERTY LINE IN THE RIGHT-OF-WAY. THESE EXISTING TREES, SHRUBS, SUCCULENTS, AND GROUND-COVERS SHALL REMAIN UNDISTURBED. IF DAMAGED DURING THE COURSE OF CONSTRUCTION, THE MATERIALS SHALL BE REPLACED IN KIND WITH COMPARABLE SPECIES AND SIZE.
- PLANT MATERIAL WITHIN THE SIGHT DISTANCE TRIANGLES WILL BE MAINTAINED AT A MAXIMUM 24" HEIGHT. TREES WILL BE MAINTAINED WITH A 7' MINIMUM CLEAR CANOPY.
- NO PLANT MATERIAL SHALL COME WITHIN 3' OF FIRE HYDRANTS OR ANY OTHER FIRE SUPPRESSION EQUIPMENT.
- ALL TREES, SHRUBS AND GROUND COVER SHALL MEET OR EXCEED ARIZONA NURSERY ASSOCIATION (ANA) SPECIFICATIONS.
- CONSTRUCTION MAY BEGIN AFTER ALL PERMITS HAVE BEEN OBTAINED.
- DESIGN OF ANY WALLS OR ENTRY MONUMENT SIGNAGE WILL REQUIRE A SEPARATE REVIEW AND PERMIT FROM THE BUILDING DEPARTMENT. APPROVAL BY THE PLANNING DEPARTMENT IS REQUIRED PRIOR TO THE ISSUANCE OF A BUILDING PERMIT FOR SAID WALLS AND ENTRY MONUMENT SIGNAGE.

MAINTENANCE NOTES:

- ALL LANDSCAPE AREAS AND MATERIALS SHALL BE MAINTAINED IN A HEALTHY, NEAT, CLEAN AND WEED-FREE CONDITION. THIS SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNER.
- CONSTRUCTION AND INSTALLATION SHALL BE IN ACCORDANCE WITH THESE PLANS AND ANY DEVIATIONS WILL REQUIRE RE-APPROVAL. LANDSCAPE INSTALLATIONS SHALL BE APPROVED BY CITY OF SURPRISE INSPECTION SERVICES BEFORE A CERTIFICATE OF OCCUPANCY CAN BE ISSUED.
- PLANT MATERIAL SHALL NOT BE SEVERELY PRUNED SUCH THAT THE NATURAL GROWTH PATTERN OR CHARACTERISTIC FORM IS SIGNIFICANTLY ALTERED.
- SHRUBS WITHIN A LANDSCAPE ISLAND OR MEDIAN SHALL BE MAINTAINED TO A MAXIMUM HEIGHT OF 3', AND ALL TREES AT MATURITY WITHIN SAID PLANTERS SHALL MAINTAIN A MINIMUM CLEARANCE OF 7' FROM THE LOWEST BRANCH TO THE ADJACENT GRADE.

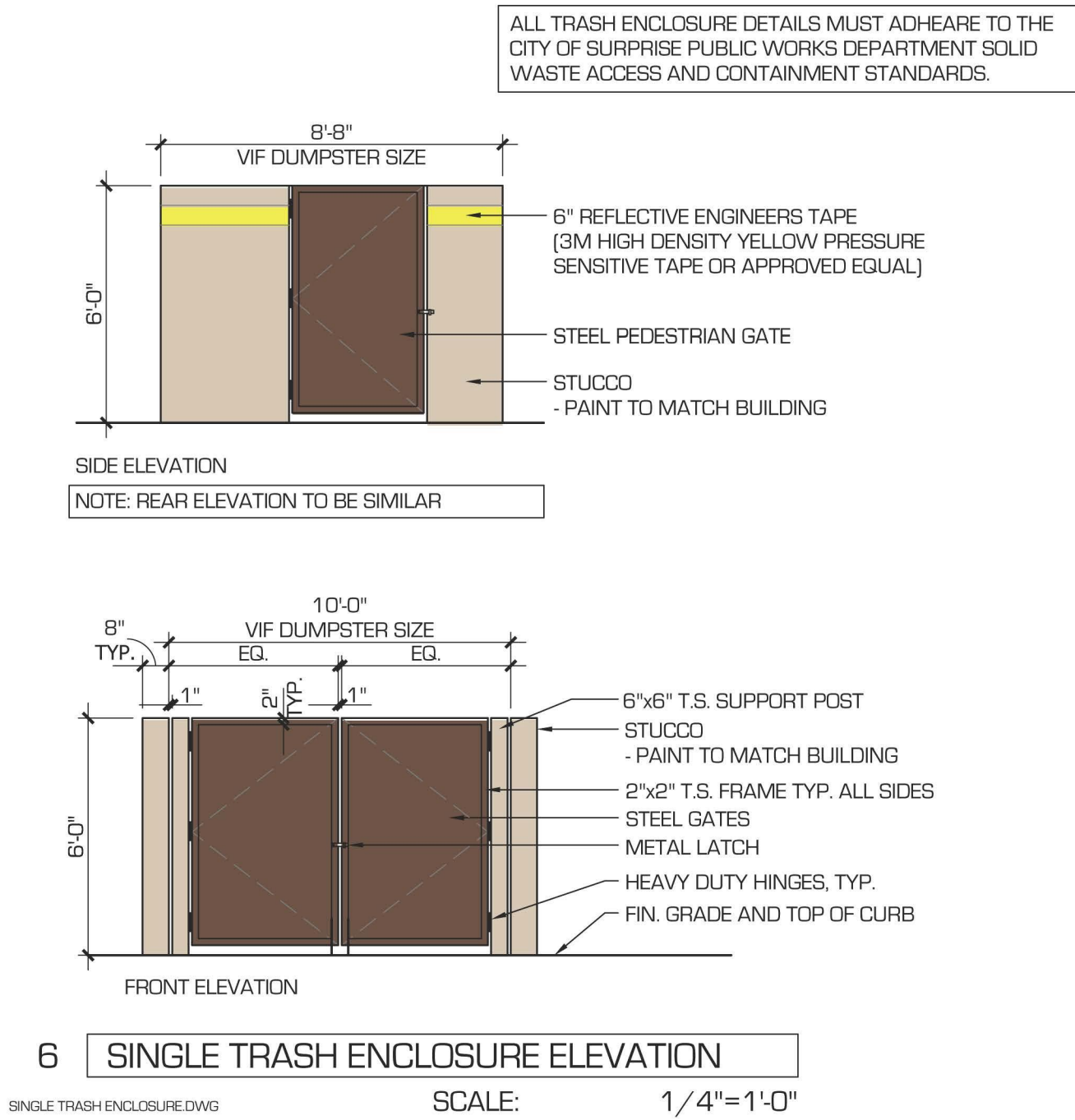
1/19/2016 3:44:19 PM - Z:\DUNKIN' DONUTS\BENTLEY\Bentley\Drawings\Donuts\ASB00 Marley Park\Drawings\Donuts\ASB00 Exterior Elevations.dwg - Jason Rike



#	KEYED NOTES
1.	INTEGRAL COLORED EPS FINISH PER SPECIFICATIONS, TYP.
2.	SIGNAGE BY SIGN VENDOR, UNDER SEPARATE PERMIT.
3.	CEMENT BOARD SIDING PER SPECIFICATIONS.
4.	STOREFRONT GLAZING AND DOORS PER SPECIFICATIONS.
5.	WALLPACK LIGHT FIXTURE WITH EMERGENCY BALLAST PER SPECIFICATIONS.
6.	SLIDING DRIVE-THROUGH WINDOW, FINISH TO MATCH STOREFRONT GLAZING WITH APPROPRIATE TRIM AND OPTIONAL LOWE SHROUD AS PROVIDED BY READY ACCESS FOR DRIVE-THROUGH WINDOW.
7.	NOT USED.
8.	10" SHAPE HANDLE BY CONTRACTOR, SEE NATIONAL ACCOUNTS.
9.	PRE-FINISHED METAL COPING TO MATCH ADJACENT FINISH.
10.	METAL AWNING.
11.	LINE OF ROOF.
12.	ACCENT WALL MOUNTED LIGHTING FIXTURE PER SPECIFICATIONS.
13.	ROOF DRAIN.
14.	ORANGE DUNKIN DONUTS AWNING.
15.	PROPERTY ADDRESS TO BE INSTALLED PER CITY JURISDICTION AS REQUIRED.
16.	EXTERIOR FROST PROOF HOSE BIB.
17.	PAINT DOOR AND FRAME TO MATCH ADJACENT EPS FINISH.
18.	GREEN SCREEN TRELLIS STRUCTURE.
19.	DECORATIVE ACCENT WOOD BEAM, STAIN TO MATCH SAMPLE FROM ARCHITECT.

AA-#	FINISH MATERIALS (EXTERIOR)	
FINISH STYLE	MANUFACTURER MODEL NO.	COLOR
AW-02	ARLON DO FRESH BREW	ORANGE AWNING WITH FRESH BREW MESSAGING
BC-01	IDEAL SHIELD BC1 DC-4-52-5	4"W x 52"H ORANGE BOLLARD SLEEVE
EAVE-01	FOAM DESIGN CENTER OR EQUAL EV102 FOAM EAVE	FOAM EAVE PAINTED AS SPECIFIED CONTACT: WWW.FOAMDESIGNCENTER.COM PHONE: 661.631.1062
CRB-01	FOAM DESIGN CENTER OR EQUAL FDC08 1241	POLYURETHANE CORBEL PAINTED AS SPECIFIED CONTACT: WWW.FOAMDESIGNCENTER.COM PHONE: 661.631.1062
WOOD-01	TBD BY G.C.	DECORATIVE WOOD BEAM ACCENT, PAINT PT-12
TRIM-01	TBD BY G.C.	STUCCO WAINSCOT CAP TRIM
BRK-01	SUPERLITE	SPLIT FACE / BLACK

PT-#	PAINT (EXTERIOR)	
FINISH STYLE	MANUFACTURER MODEL NO.	COLOR
PT-01	NOT USED	
PT-02	NOT USED	
PT-03	NOT USED	
PT-04 SATIN FINISH	SHERWIN WILLIAMS SW6099	SAND DOLLAR
PT-05 SATIN FINISH	SHERWIN WILLIAMS SW7536	BITTERSWEET STEM
PT-06 SATIN FINISH	SHERWIN WILLIAMS SW7724	CANDICE
PT-07 SATIN FINISH	SHERWIN WILLIAMS SW6117	SMOKEY TOPAZ
PT-08 SATIN FINISH	SHERWIN WILLIAMS SW6096	JUTE BROWN
PT-09 SATIN FINISH	SHERWIN WILLIAMS SW6097	STURDY BROWN
PT-10 SATIN FINISH	SHERWIN WILLIAMS SW6090	JAVA
PT-11 SATIN FINISH	SHERWIN WILLIAMS SW6069	FRENCH ROAST
PT-12 SATIN FINISH	SHERWIN WILLIAMS SW6006	BLACK BEAN
PT-13 SATIN FINISH	SHERWIN WILLIAMS SW7006	EXTRA WHITE



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STORE #: 355038
DUNKIN'
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EXTERIOR ELEVATIONS

BN1239

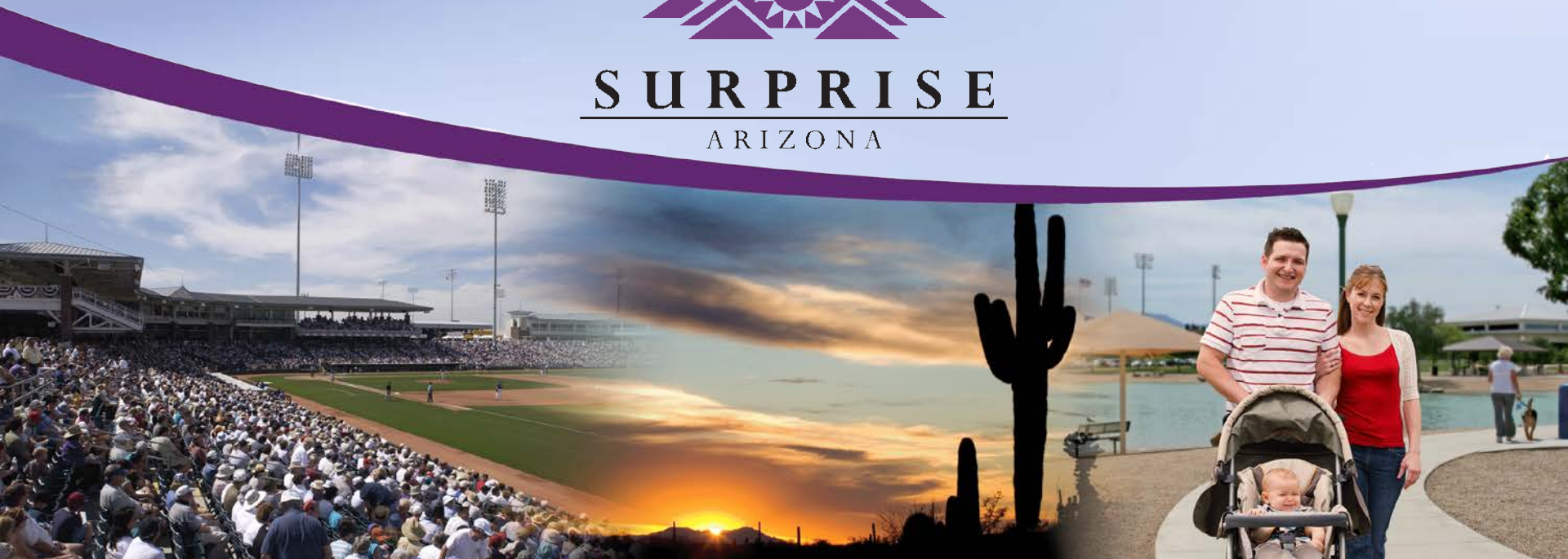
A-5

Dunkin' Donuts

FS15-440

Planning and Zoning Commission

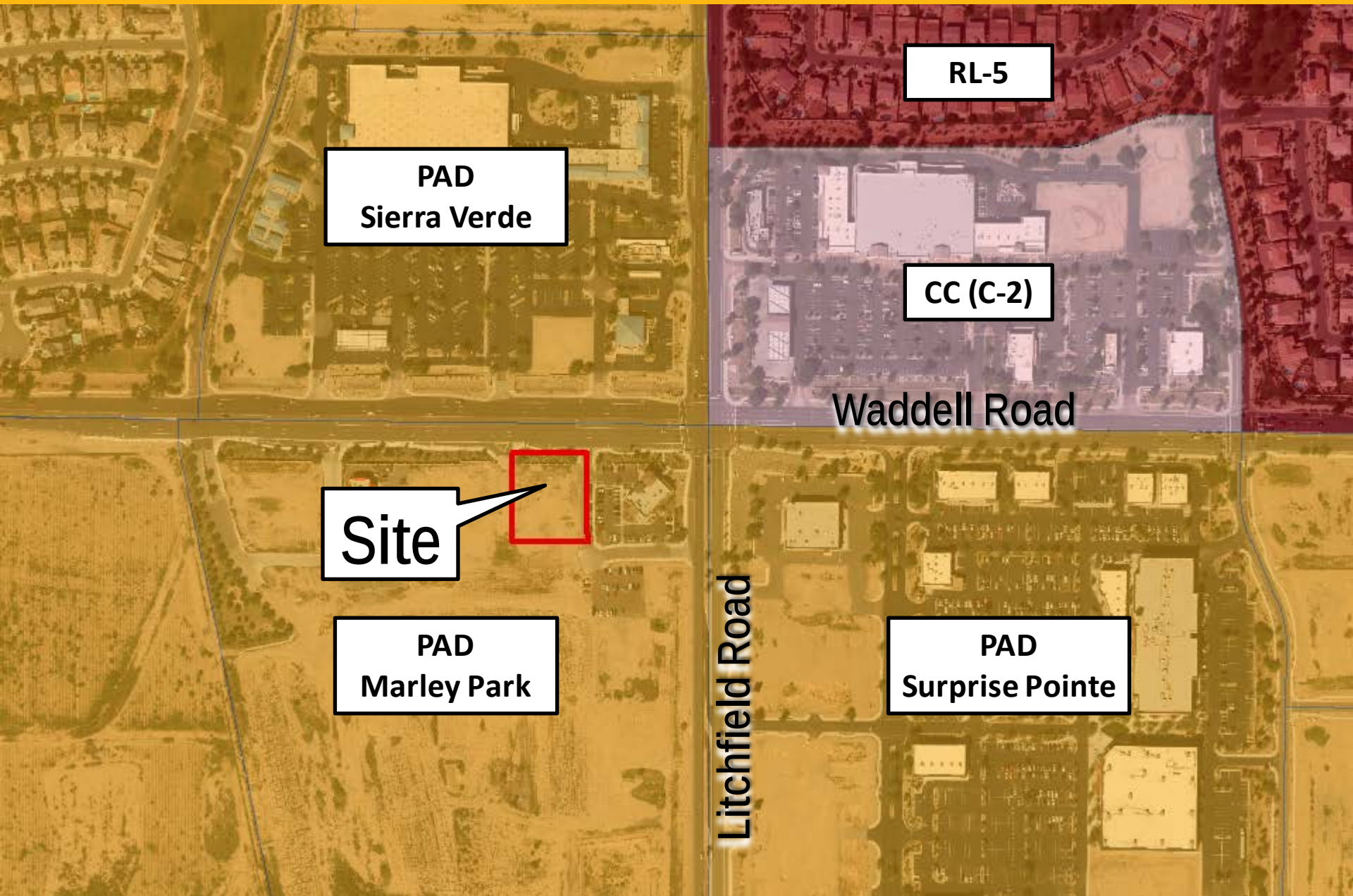
May 19, 2016



VICINITY MAP



CASE MAP



PAD
Sierra Verde

RL-5

CC (C-2)

Waddell Road

Site

PAD
Marley Park

Litchfield Road

PAD
Surprise Pointe

SITE MAP



SITE PLAN

PROJECT NARRATIVE

NEW GROUND UP DUNKIN' DONUTS TAKEOUT RESTAURANT ON AN EXISTING VACANT LOT INCLUDING IMPROVEMENTS TO SURROUNDING STREETS WITH LANDSCAPING AND PARKING.

PROJECT ADDRESS: 13953 W. WADDELL RD. SURPRISE, AZ 85379

PROJECT DESCRIPTION: NEW MULTITENANT BUILDING FOR A FUTURE TENANT A DUNKIN' DONUTS TAKEOUT RESTAURANT

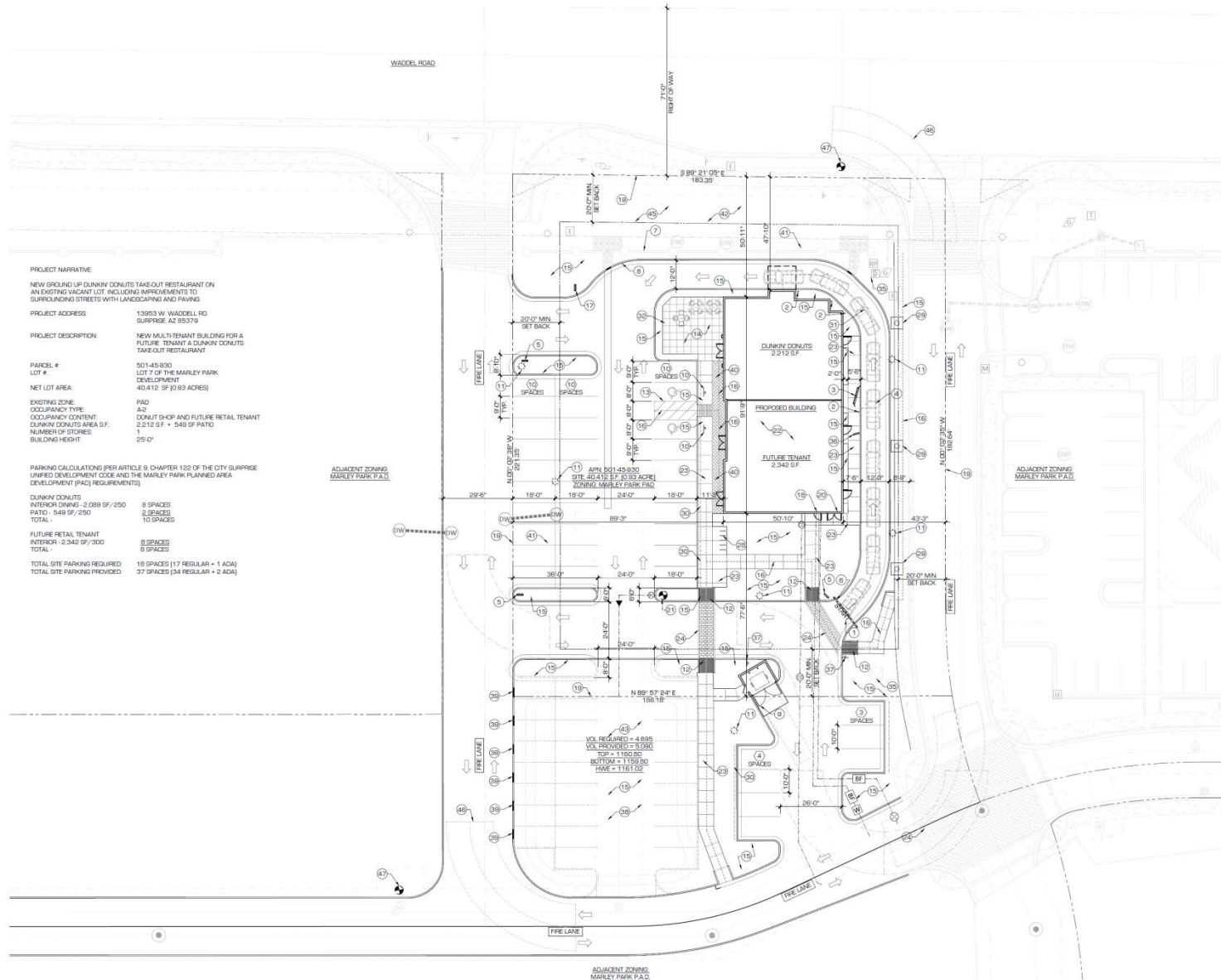
PARCEL #: 501-45-630
LOT #: LOT 7 OF THE MARLEY PARK DEVELOPMENT
NET LOT AREA: 40.412 SF (0.93 ACRES)
EXISTING ZONE: PAD
OCCUPANCY TYPE: DONUT SHOP AND FUTURE RETAIL TENANT
DUNKIN' DONUTS AREA S.F.: 2,212 S.F. + 549 S.F. PATIO
NUMBER OF STORES: 1
BUILDING HEIGHT: 25'-0"

PARKING CALCULATIONS (PER ARTICLE 8, CHAPTER 122 OF THE CITY OF SURPRISE UNIFIED DEVELOPMENT CODE AND THE MARLEY PARK PLANNED AREA DEVELOPMENT (PAD) REQUIREMENTS)

DUNKIN' DONUTS
INTERIOR DINING - 2,089 SF / 250
PATIO - 549 SF / 250
TOTAL - 8 SPACES
2 SPACES
10 SPACES

FUTURE RETAIL TENANT
INTERIOR - 2,342 SF / 300
TOTAL - 8 SPACES
8 SPACES

TOTAL SITE PARKING REQUIRED: 18 SPACES (17 REGULAR + 1 ADA)
TOTAL SITE PARKING PROVIDED: 37 SPACES (34 REGULAR + 2 ADA)





ELEVATIONS – East (Front)



ELEVATIONS – North (Waddell)

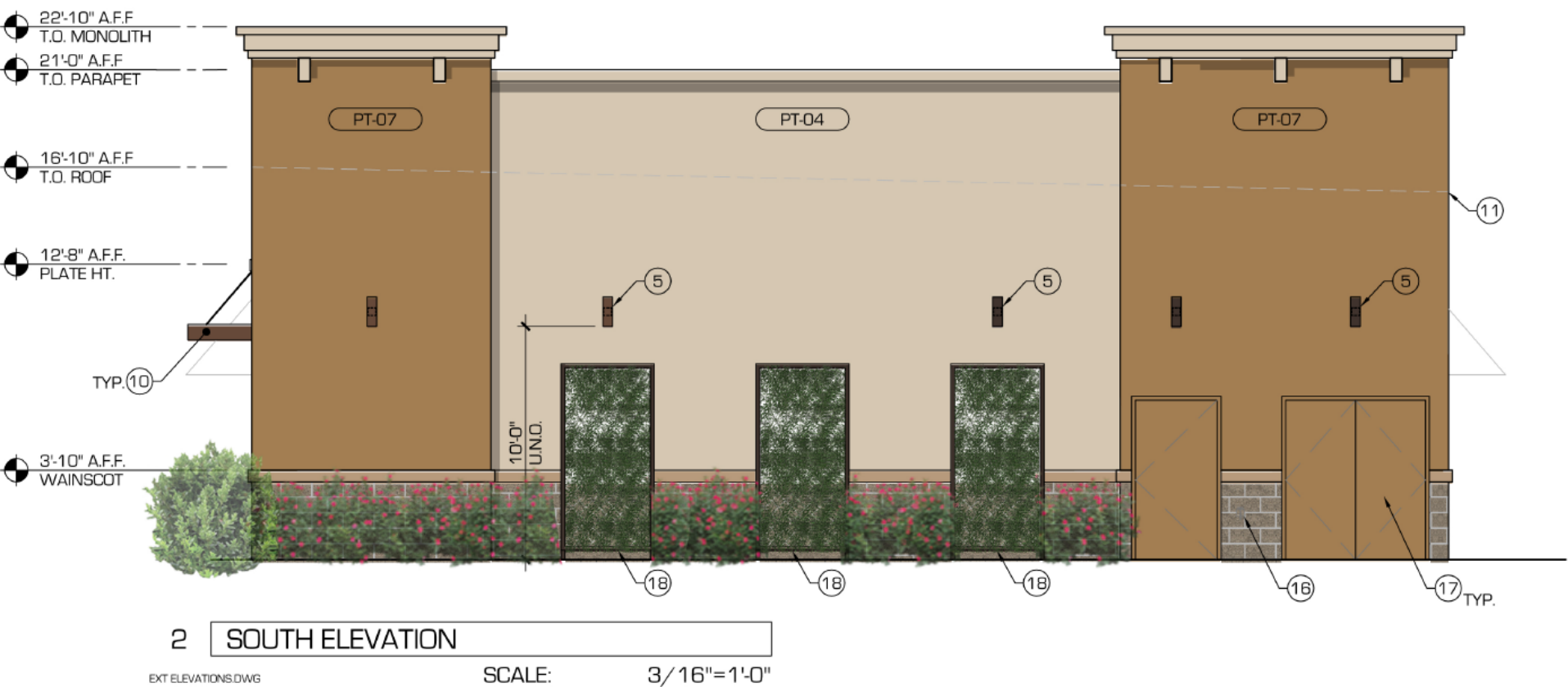


EXT ELEVATIONS.DWG

ELEVATIONS – West



ELEVATIONS – South



- Outreach meeting on January 4, 2016
- No one from the public attended
- No opposition known

**Staff Recommends Approval of
FS15-440, A CUP for
Dunkin' Donuts
Subject to Stipulations 'a' – 'c'
Questions or Comments?**



CITY OF SURPRISE
Planning and Zoning Commission

May 19, 2016 @ 6:00:00 PM

Back Print

Board Meeting Date:	May 19, 2016	Contact Person:	Hobart Wingard - Community Development
Submitting Department:	CD Boards and Commissions	District:	5
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
---------	---------	----------------	---	-------------------

Agenda Wording:

Consideration and action approving the Shops at Surprise Comprehensive Sign Program generally located on the southeast corner of Bell and Litchfield Roads.

Motion:

I move to approve/deny Shops at Surprise Comprehensive Sign Program.

Background:

Arizona Commercial Signs, on behalf of Southwest Arizona Properties, requests Comprehensive Sign Program approval. The purpose of a Comprehensive Sign Program within the West Point Towne Center Planned Area Development (PAD) is to provide flexibility and to allow signage which is appropriate to the character of the development, provides adequate identification and information, provides a good visual environment, promotes traffic safety and is regulated to the extent necessary to be consistent with the purpose and intent of the sign requirements.

Financial Impact Statement:

All activity related to ongoing development of the City of Surprise has an economic and fiscal impact on the city and the region.

ATTACHMENTS:

Click to download

- ☐ [00 - FS15-269 - Shops at Surprise CSP - Staff Report](#)
- ☐ [01 - FS15-269 - Shops at Surprise CSP - Public Engagement Form](#)
- ☐ [02 - FS15-269 - Shops at Surprise CSP - Comprehensive Sign Program Part 1](#)
- ☐ [02 - FS15-269 - Shops at Surprise CSP - Comprehensive Sign Program Part 2](#)
- ☐ [03 - FS15-269 - Shops at Surprise CSP - Vicinity Map](#)

☐ [04 - FS15-269 - Shops at Surprise CSP - Presentation](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Hobart Wingard, Planner II

Eric Fitzer, Director



COMPREHENSIVE SIGN PROGRAM

REPORT TO THE PLANNING AND ZONING COMMISSION

1	Case:	FS15-269
2	Project Name:	Comprehensive Sign Program for Shops at Surprise
3	Council District:	5 - Palm
4	Meeting Date:	May 19, 2016
5	Planner:	Hobart Wingard, 623-222-3156, hobart.wingard@surpriseaz.gov
6	Owner:	John Panfic of Southwest Arizona Properties, Inc.
7	Applicant:	Scott Hudson of Arizona Commercial Signs, Inc.
8	Request:	The applicant is requesting approval of a Comprehensive Sign Program to allow for more exposure and more cohesive signage regulations.
9		
10		
11	Site Location:	The subject project is generally located on the southeast corner of West Bell and North Litchfield Roads.
12		
13	Site Size:	Approximately 5.59 acres
14	General Plan Conformance:	The proposal is consistent with the Surprise General Plan 2035 as proposed under Case FS16-024.
15		
16	Support/Opposition:	The applicant held a Citizen Review meeting on February 24, 2016 on site at the Irish Wolfhound. No expressions of support or opposition were received.
17		
18		
19	Staff Recommendation:	Staff recommends the Planning and Zoning Commission move to approve Case FS15-269 as presented.
20		

21
22
23
24
25

26
27
28 **Project Description:**
29

30 Arizona Commercial Signs, on behalf of Southwest Arizona Properties, requests Comprehensive
31 Sign Program approval. The purpose of a Comprehensive Sign Program within the West Point
32 Towne Center Planned Area Development (PAD) is to provide flexibility and to allow signage which
33 is appropriate to the character of the development, provides adequate identification and
34 information, provides a good visual environment, promotes traffic safety and is regulated to the
35 extent necessary to be consistent with the purpose and intent of the sign requirements. The
36 proposed Comprehensive Sign Program for the Shops at Surprise contains several different
37 components that have guidelines for the different types of signs within the commercial
38 development.
39

40 Generally, the proposed signs can be separated into the categories of freestanding monument
41 signs, wall signs, widow signs, directional signs, and signs to meet the unique needs of a particular
42 tenant, Dutch Bros.
43

44 Monument signs are proposed for both Litchfield and Bell Roads. These signs will reach 12.5 feet in
45 height and will identify many of the tenants hidden within the commercial development. The
46 materials will reflect the materials and colors of the existing construction.
47

48 Wall signs will be more consistent with wall signage of 1.5 square feet of sign area per 1 linear foot
49 of business frontage while all other sides of the buildings will be allowed one (1) square foot of sign
50 area per each linear foot of leased space. Sides facing residential development will have no signage.
51

52 Vinyl window signage will be limited no more than 50 percent of an individual pane and not more
53 than 33 percent of aggregate window area of the business.
54

55 The directional signage will keep with the design theme of the commercial center while providing
56 guidance through the vehicular and pedestrian routes.
57

58 Dutch Bros Coffee requires a particular set of directional and wall signage to mirror the corporate
59 theme of the facility. The logo for the coffee shop is tastefully proposed to be placed within the
60 monument signage along Bell Road.
61

A Conditional Use Permit sets forth conditions to protect the public health, safety, and general welfare to assure that the purposes of the Surprise Municipal Code and all other applicable city codes are maintained. The conditions attached to conditional use permits may include such provisions concerning use, height, area, yards, open spaces, setbacks, parking, loading, signs, improvements, general character, appearance, environmental impact, time limits for commencing the construction or use authorized, revocation dates, and other conditions deemed appropriate and necessary to carry out the purposes of the Surprise Municipal Code.

- The proposed use is listed as a Conditional Use in the West Point Towne Center PAD and meets any special requirements set forth for that particular use.
- The location and character of the use is in harmony with the surrounding area.
- The proposed use shall not impair the integrity or character of the community nor shall it be detrimental to the public health, safety or general welfare of the City.
- The proposed use conforms to the goals and policies of the General Plan.
- The proposed use is in conformance with the development standards and takes into account the design, existing features, volume and character of traffic, circulation patterns, connectivity, parking and loading, screening and buffering of uses, landscaping, exterior lighting, signage, and nuisance arising from illumination.
- A demonstrated need for the use is apparent when trying to locate a particular business in the development.
- The proposed use will provide adequate ingress and egress to property and structures, pedestrian and vehicular circulation with particular reference to emergency service access.
- Necessary facilities will be provided and the use will not contribute toward an overburdening of municipal services.

History:

June 20, 1984: The subject parcel was annexed into the City.

October 26, 1995: The PAD for West Pointe Towne Center was approved by the Mayor and City Council.

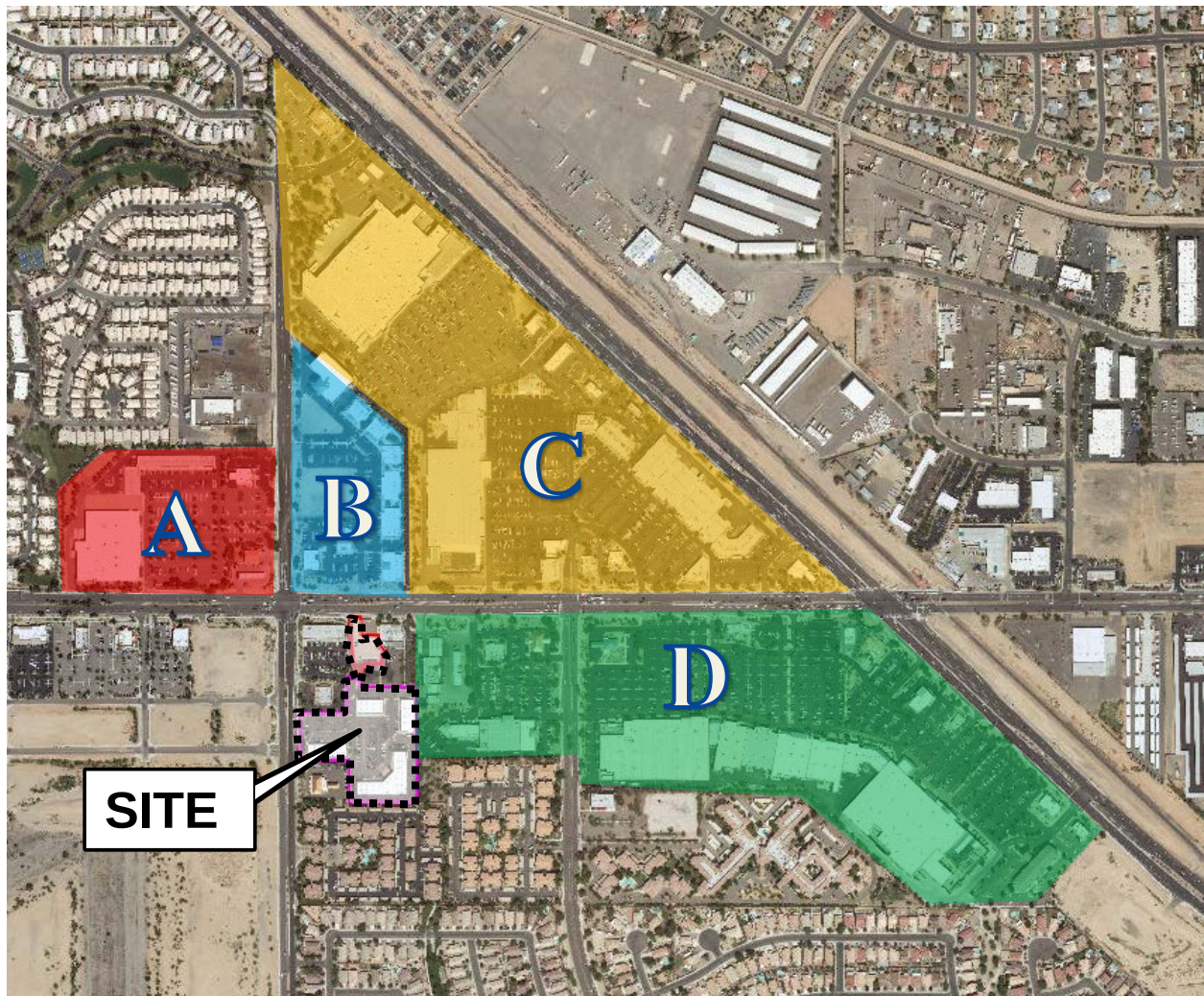
June 21, 2005: The Site Plan for West Point Towne Center was approved by the Planning and Zoning Commission.

January 9, 2014: The Site Plan for the Dutch Bros Coffee Shop was approved by the Planning and Zoning Commission.

March 19, 2015: Staff met with the applicant to discuss the project during a regularly scheduled Concept Review meeting.

January 11, 2016: The applicant filed a request for a Comprehensive Sign Program approval for a 5.59 acre commercial center under case FS15-269.

Surrounding Comprehensive Sign Plans:



A – Kohl’s Plaza – Up to 1.5 square feet of sign area per linear foot of building elevation. Multi-tenant monument signage up to 10 feet high.

B – Surprise Village – Up to 1.5 square feet of sign area per linear foot of building elevation. Multi-tenant monument signage up to 10 feet high.

C – Surprise Center North – Up to 1.25 square feet of sign area per linear foot of building elevation. Multi-tenant monument signage up to 32 feet high.

D – Surprise Center South – Up to two (2) square feet of sign area per linear foot of building elevation. Multi-tenant monument signage up to 29 feet high.

Subject Site - Up to 1.5 square feet of sign area per linear foot of building elevation. Multi-tenant monument signage up to 12.5 feet high.

Summary:

Staff believes by accepting and incorporating the proposed Comprehensive Sign Program, the West Point commercial center will meet the requirements of the West Point Towne Center PAD, SUDC, and City of Surprise General Plan while providing for economic development envisioned by the City Council Strategic Plan.

Findings:

- The proposed Comprehensive Sign Program is consistent with the Surprise General Plan 2035.
- The proposed Comprehensive Sign Program will meet the provisions of the West Point Towne Center PAD and the SUDC as applicable.

Recommendation:

Based on the findings noted above, staff then recommends the Commission **approve** case FS15-269.

However, should the Commission wish to deny the request, the Commission should make its own findings and base its decision on those alternative findings.

Attachments:

Shops at Comprehensive Sign Program (44 pages)
Vicinity Maps (2 pages)

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: FS15-269 - Comprehensive Sign Program for Shops at Surprise

OVERALL PUBLIC INVOLVEMENT LEVEL:

The applicant held a Citizen Review meeting on February 24, 2016 at the Irish Wolfhound (on site), informational mailers were sent to properties within 300 feet of the project, and advertisements were posted in a local newspaper.

IDENTIFY STAKEHOLDERS:

The public at large.

OBJECTIVES:

The applicant is requesting approval of a Comprehensive Sign Program to allow for more exposure and more cohesive signage regulations.

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) February 24, 2016 from 6:30 to 7:30 PM

Future Council Work Session/Meetings target dates Not applicable

Election dates (if applicable) Not applicable

Project start/completion dates Within one (1) year

Communication Tools and Technique options: (which do you plan to use?)

- ☐ Press releases
- ☒ Public meetings (video/photos, poster boards, fact sheet(s) *do you need Spanish version?)
- ☐ Presentations to boards and commissions, other interested community partners/stakeholders
- ☐ Third-party consultant/moderator (pending budget)
- ☐ Survey (online/paper/both?)
- ☐ Social media
- ☐ Surprise 11
- ☐ Notify Me email/ Council newsletters (opt-in audience)
- ☒ Paid advertising (pending budget)
- ☐ Surprise Progress (mailed quarterly and tied to print deadlines)
- ☐ Booth at city events
- ☒ Paid mailings (pending budget)
- ☐ Creation of a subcommittee/task force
- ☐ Youth/adult activities, registration, or orientation (HOA Academy)
- ☐ Website updates

FS15-269 “Master Sign Program for Shops at Surprise”

SHOPS AT SURPRISE

COMPREHENSIVE SIGN PROGRAM

13833, 13839, 13843, 13855 W BELL RD,
16811 LITCHFIELD
SURPRISE, ARIZONA

rev 7: March. 24, 2016

Page: Cover OF 44



4018 E. WINSLOW,
PHOENIX, ARIZONA 85040

**The City of Surprise Development Related Codes, Standards and Guidelines
Were Used as a Basis in Preparation of the Following Comprehensive Sign Program
for The Shops of Surprise. Those Used are as Follows:**

- Surprise Municipal Code • Engineering Development Standards • General Plan
- 2012 International Fire Code and Local Amendments • National Fire Protection Association
- Surprise Fire Department Access and Guideline Book • Integrated Water master Plan • AASHTO
- West Point Towne Center PAD

JOHN PANFIL
Southwest Properties

prepared by
SCOTT HUDSON
Arizona Commercial Signs
OFFICE: 480.921.9900
CELL: 480.570.1912

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CITY DETAIL 4-01 CONFIRMATION.44



SIGN CRITERIA

INTRODUCTION

This criteria has been developed to insure design compatibility among all signs at 13833, 13839, 13843 Litchfield Road, and 16811 Bell Rd., Surprise, Arizona. Conformance to the criteria will be strictly enforced. Any sign installed that is not conforming to this criteria and not approved by Landlord and Major Tenant, must be removed or brought into conformance by the Applicant and/or its Sign Contractor. The Landlord shall approve all signs, in writing, prior to installation. Approval shall be for appearance only and not for code. Sign permits must be obtained from the City of Surprise.

The following is a description of the design criteria:

GENERAL SIGNAGE REQUIREMENTS:

Any reference herein to the word Tenant or Tenants shall be construed to be the same as Owner or Owners.

1. All tenant signage must be approved by Landlord prior to installation.
2. The Landlord shall review the shop drawings and specifications of (2) two sets, and (1) one set returned to the Applicant marked "Approved", "Approved as Noted", or "Revised and Re-Submit".
3. "Revise and Re-Submit" drawings will be returned to the Applicant with comments. These drawings shall be revised by the Applicant and re-submitted to the Landlord for its approval.
4. Upon receipt of the Landlord's approval, Applicant shall proceed with City of Surprise permit process. Subsequent to city approval, Applicant may proceed with installation.
5. No signs, advertisements, notices, or other lettering shall be exhibited, inscribed, painted, or affixed on any part of a sign, except lettering and/or graphics which have received the prior written approval of the Landlord.
6. Applicant or its Representatives shall obtain all permits for its exterior sign and its installation. Applicant shall be responsible for all requirements and specifications.
7. Applicant shall have the sole responsibility for compliance with all applicable statutes/codes, ordinances, or other regulations for all work performed on the premises by or on behalf of the Applicant.
8. The Landlord's approval of Applicant's plans, specifications, calculations, or work shall not constitute an implication, representation, or certification by the Landlord that said items are in compliance with applicable statutes/codes, ordinances, or other regulations.
9. All signage is subject to City of Surprise approval and this master sign exhibit. Landlord will support all applications for signs in compliance with this exhibit but cannot guarantee city approval.
10. All signage shall be constructed and installed at Tenant's expense.
11. Tenant and the Tenant's Contractor shall be responsible for the repair of any damage caused by installation or removal of any signage.
12. All sign bolts, fastenings, sleeves, and clips shall be of hot dipped galvanized iron, stainless steel, aluminum, brass, or bronze and no black iron material of any type will be permitted.

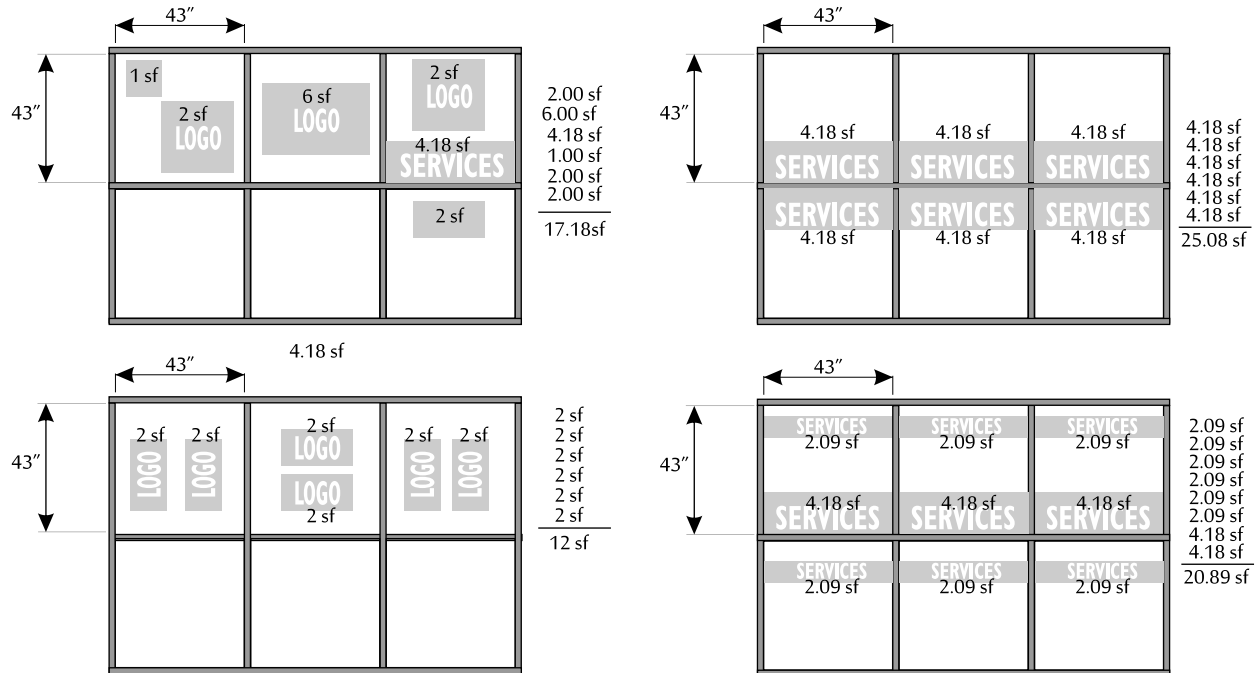
SIGN CRITERIA (cont'd)

13. No labels shall be permitted on the exposed surface of signs, except those required by local ordinance. Those required shall be applied in an inconspicuous location.
14. Any penetrations of the building structure required for sign installation shall be neatly sealed in a watertight condition.
15. All exposed metals shall be painted to render them inconspicuous.
16. No exposed tubing, conduit, or raceways will be permitted. All conductors, transformers, and other equipment shall be concealed.
17. All electrical signs shall bear the UL label and be mounted on top of letters.
18. All signs shall conform to the current Uniform Building Code Standards.
19. All electrical signs shall conform to the current National Electrical Code Standards.
20. Tenant shall be liable for the operation of their Sign Contractor.
21. Flashing, moving, or audible signs will not be permitted with the exception of drive-thru menu boards and speakers.
22. Logos may be permitted. All logos may be pan-channel with company graphics and must be approved by the Landlord.
23. All 2" deep tenant panels on monument signs are to be routed-out and backed-up with acrylic.
24. Wall signs shall consist of individual interior LED illuminated pan-channel letters. These letters shall be mounted on the building fascia in the area allocated for sign by the Landlord.
25. Letter style and color shall be subject to the approval by the Landlord.
26. Splash/backer panels are acceptable components of display.
27. Sign criteria not covered by this master sign program, will follow the current City of Surprise Municipal Code sign regulations that are in effect at the time of building permit submittal.
28. Signs will not face residential zones or structures with residential uses unless separated by an arterial road.
29. All the above will include the West Point Towne Center PAD, to the City of Surprise developmental related codes, standards and guidelines.
30. Window Glass: Standard vinyl die cut copy may be used to display hours of business, emergency numbers, etc. All window graphics and displays shall be subject to the approval of the Developer/Landlord prior to fabrication or implementation. Max. coverage, 33% aggregate of all windows. See next page for examples and math formula.
31. Inline Shop Tenants shall have one or two wall signs per street front, mounted on the 38" fascia band of the canopy.



EXAMPLE OF TYPICAL VINYL LAYOUT

example: 12.84 sf per window x 6 = 77.04 sf x 33% = 25.42 sf.



VINYL WINDOW SIGNAGE

SCALE: 3/16" = 1'-0"

Window Glass - No more than 50% of individual panes and not more than 33% aggregate of total window area maybe used for Business Name, Logos and/or Services.





SITE MAP: SIGN BAND AND SIGNAGE LOCATION

SCALE: NO TO SCALE MASTER SIGN PLAN BOUNDARY

SIGN SCHEDULE:
GROUNDS SIGNS

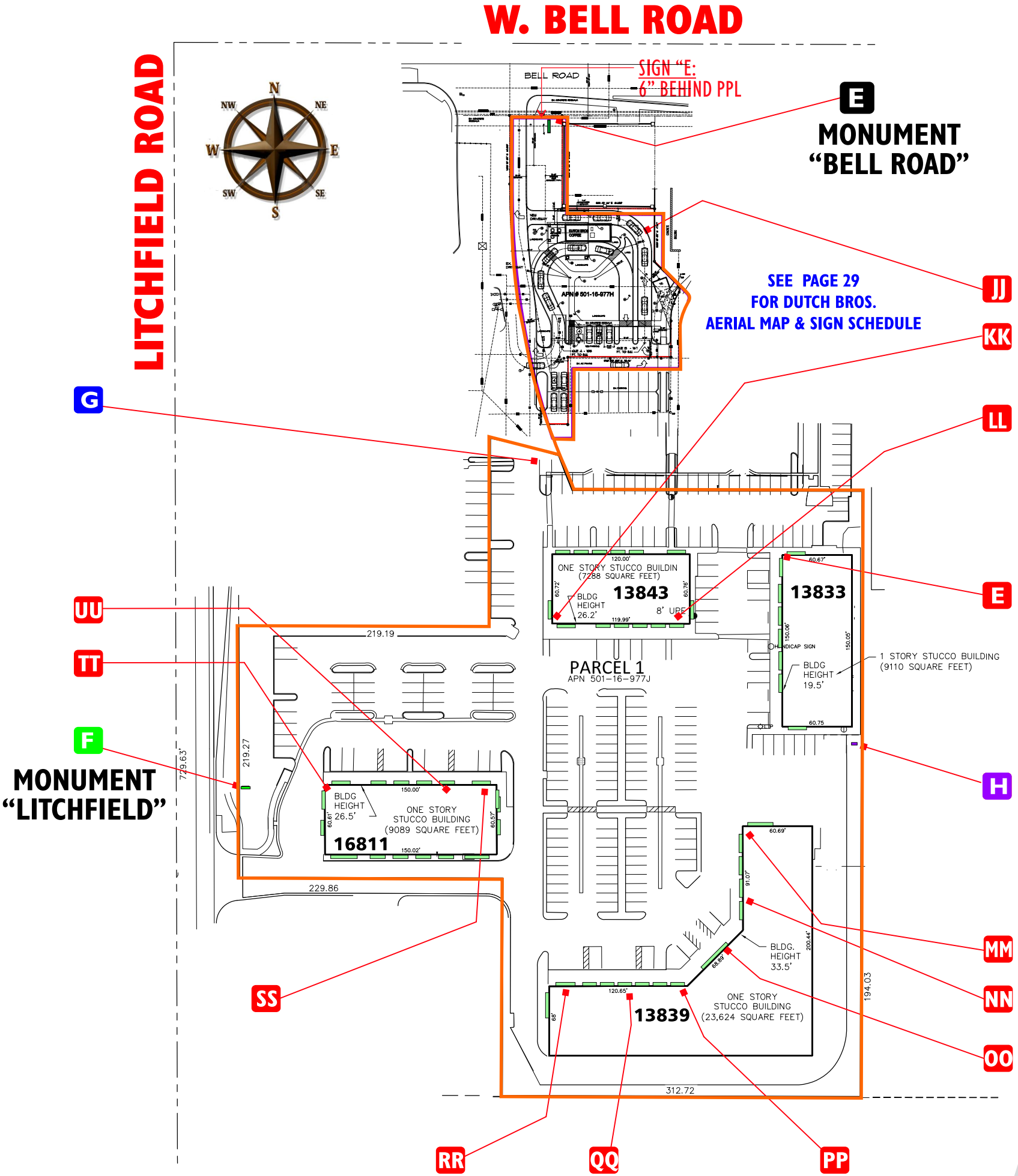
SIGN	DESCRIPTION	SIZE	PAGE	EXHIBIT #
E	MONUMENT - BELL RD	12'-6" X 13'-5"	10	1 OF 3
F	MONUMENT - LITCHFIELD	7'-10" X 6'- 0"	11	2 OF 3
G	TENANT DIRECTORY "EAST"	5'-1" X 3'-6 1/4"	12	3 OF 3
H	TENANT DIRECTORY "WEST"	5'-1" X 3'-6 1/4"	12	3 OF 3

WALL SIGNS -EXISTING TENANT SIGNAGE

SIGN	PAD	PAGE	EXHIBIT #
KK	13843 W BELL "MATTRESS FIRM" (existing)	18,19	6,7 OF 14
LL	13843 W BELL "SMOKE SHOP" (existing)	18,19	6,7 OF 14
MM	13839 W BELL "HEALTHY HABITS MASSAGE" (existing)	17,18	4,5 OF 14
NN	13839 W BELL "SALON" (existing)	17,18	4,5 OF 14
OO	13839 W BELL "PARTY PLANET" (existing)	17,18	4,5 OF 14
PP	13839 W BELL "SCUBA" (existing)	18	5 OF 14
QQ	13839 W BELL "VAPOR SHOP" (existing)	18	5 OF 14
RR	13839 W BELL "KNOCKOUT FITNESS" (existing)	18	5 OF 14
SS	16811 LITCHFIELD -"SUBWAY" (existing)	14,15	1,2 OF 14
TT	16811 LITCHFIELD "IRISH WOLFHOUND" (existing)	14,15	1,2 OF 14
UU	16811 LITCHFIELD "IDEAL PHYSICAL THERAPY" (existing)	15	2 OF 14

DUTCH BROS - EXISTING WALL SIGNS (TENANT SIGNAGE)

SIGN	PAD	PAGE	EXHIBIT #
JJ	13855 W BELL "DUTCH BROS" (existing)	20-25	9-14 OF 14



GROUND

SIGNS

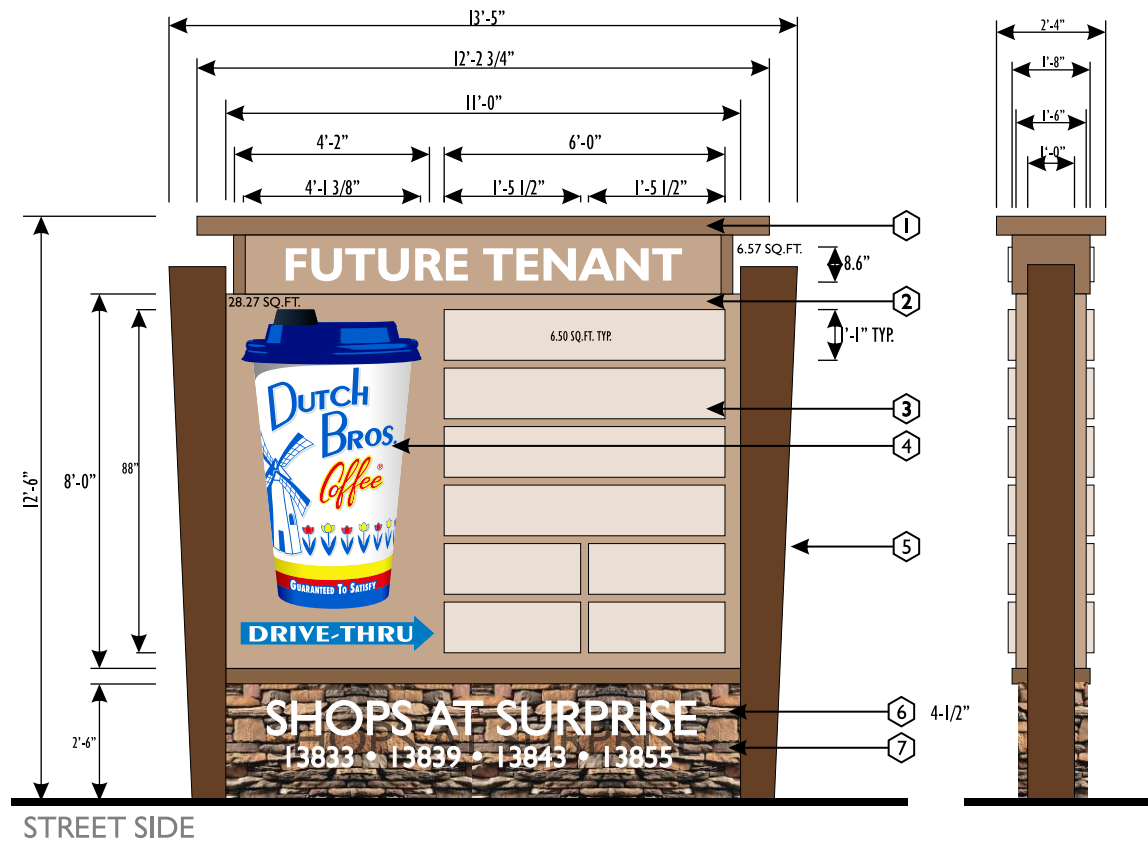
GROUNDS SIGNS	pages 8-11
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“F” MONUMENT - LITCHFIELD ROAD	page 10
“G” & “H” DIRECTORY	page 11



D/F ILLUMINATED TENANT MONUMENT SIGN FOR BELL RD.

Approximate Scale: 3/8" = 1'-0"

73.84 SQ.FT.

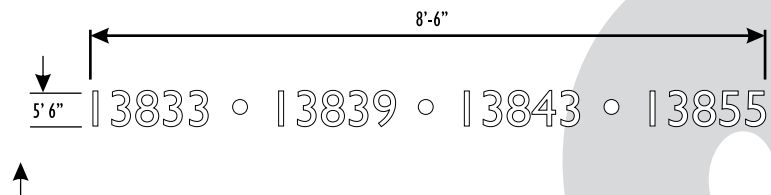


SPECIFICATION NOTES

- 1 CAP & HEADER PANEL PAINTED TO MATCH BUILDING. MAIN CABINET IS PAINTED TO MATCH BUILDING. LIGHT TEXTURE.
- 2 COLUMNS ARE PAINTED TO MATCH BUILDING, LIGHT TEXTURE.
- 3 BASE HAS STONE VENEER TO MATCH CENTER.
- 4 TENANT PANELS ARE 2" DEEP PAINTED TO MATCH BUILDING. ROUT OUT WITH BACK-UP ACRYLIC.
- 5 DUTCH BROS. PANEL IS ROUTED OUT OF PANEL WITH 1" PUSH-THRU CLEAR ACRYLIC. DIGITAL PRINT VINYL OVERLAY
- 6 "SHOPS AT SURPRISE" ARE 1/4" ALUMINUM FLAT CUT OUTS (FCO'S) PAINTED WHITE.
- 7 ADDRESS NUMBERS ARE 1/4" ALUMINUM FLAT CUT OUTS (FCO'S) PAINTED WHITE.



ADDRESS NUMBERS ARE 1/4" ALUMINUM FLAT CUT OUTS (FCO'S) PAINTED WHITE.



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www.arizonacommercialsigns.com



PROJECT NAME:

SHOPS AT SURPRISE
SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD.
SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

SCOTT HUDSON—602-570-1912

DESIGNER:
CREE SHORT

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DESIGN NUMBER:

SHOPS AT SURPRISE_CSP 05082015

SCALE:
AS NOTED

REVISIONS:

△	05/08/15	CS
△		
△		
△		
△		

LANDSCAPE / DEVELOPER APPROVAL
SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

GROUND SIGNS:

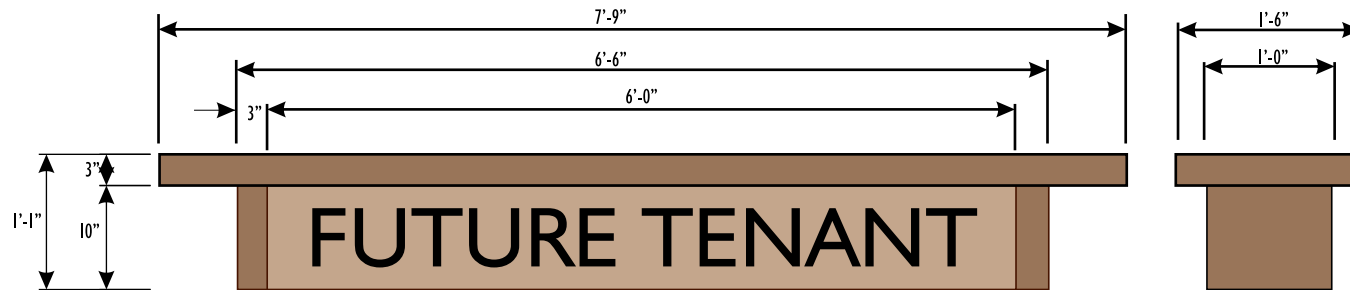
1 OF 3
CSP



NEW INTERNALLY ILLUMINATED TOPPER FOR ONE (1) D/F ILLUMINATED - TENANT MONUMENT SIGN ON LITCHFIELD ROAD.

Approximate Scale: 1" = 1'-0"

5.0 SQ.FT.



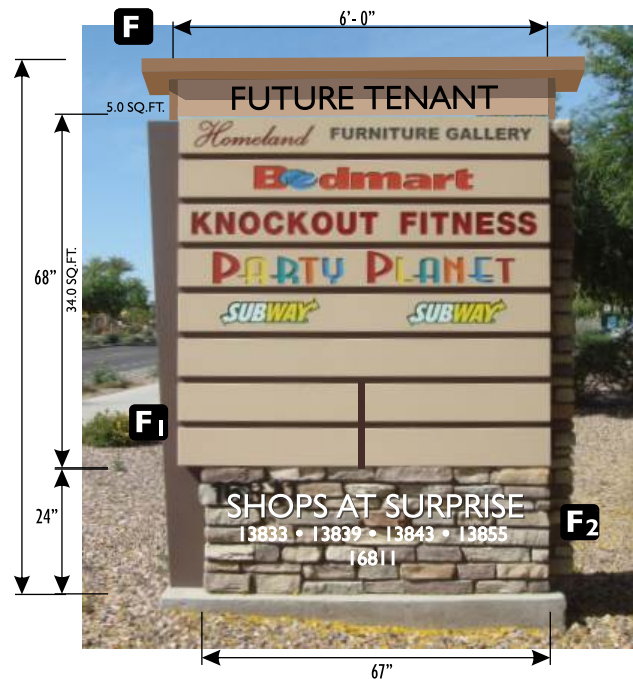
SPECIFICATION NOTES

- Cap & Header panel painted to match building.

F1 NEW TENANT ID PANS

APPROXIMATE SCALE: 1" = 1'-0"

Remove Bottom Two (2) Tenant ID Pans On Both Sides.
Manufacture And Install Four (4), Per Side, New Blank Aluminum Tenant Id Pans.
Re-configure Bottom Two Pans To Accept Four (4) New Tenant Pans.
Re Touch Pant As Needed.



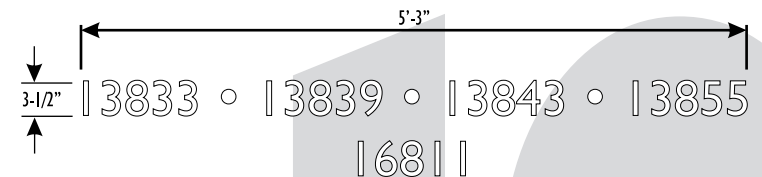
F2 NEW FCO's FOR ONE (1) D/F ILLUMINATED TENANT MONUMENT SIGN ON LITCHFIELD ROAD.

2.82 SQ.FT.



F2 NEW FCO's FOR ONE (1) D/F ILLUMINATED TENANT MONUMENT SIGN ON LITCHFIELD ROAD.

2.82 SQ.FT.



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www.arizonacommercialsigns.com

PROJECT NAME:

SHOPS AT SURPRISE
SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD.
SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

SCOTT HUDSON -- 602-570-1912

DESIGNER:
CREE SHORT

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COMMERCIAL SIGNS & IS NOT TO BE REPRODUCED BY
ANY OTHER FIRM OR COMPANY.

DESIGN NUMBER:

SHOPS AT SUNRISE_CSP 05082015

SCALE:
AS NOTED

KEYNOTES:



REVISIONS CS

LANDLORD / DEVELOPER APPROVAL SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

GROUND SIGNS:

2 OF 3
CSP

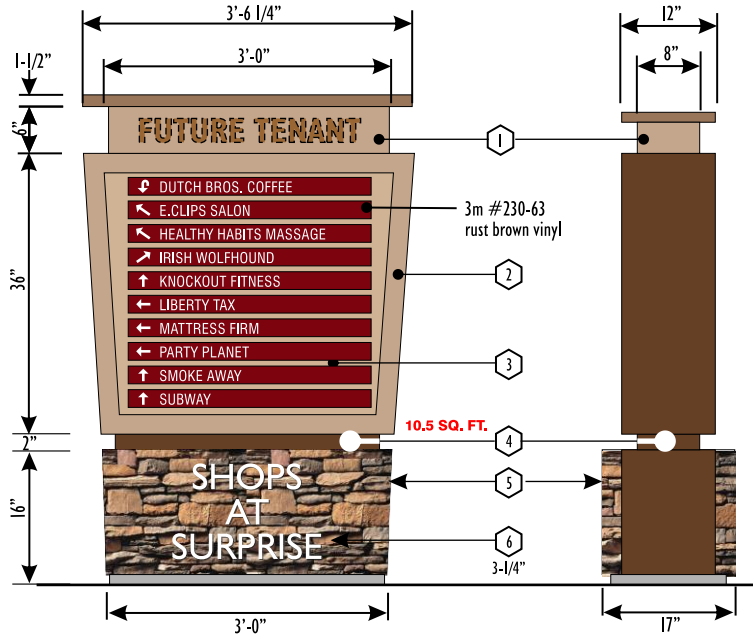


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G

TENANT DIRECTORY "EAST" - NEW TOPPER & NEW ROUTED FACES, REPAINT, CULTURED STONE, ADDITION & FCO's TO EXISTING S/F ILLUMINATED SIGN

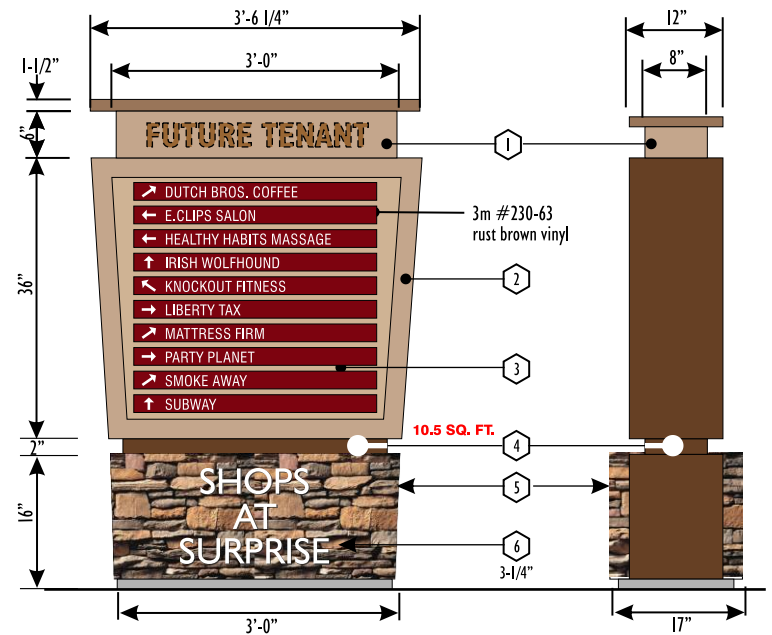
Approximate Scale: 3/4" = 1'- 0"



H

TENANT DIRECTORY "WEST" - NEW TOPPER & NEW ROUTED FACES, REPAINT, CULTURED STONE, ADDITION & FCO's TO EXISTING S/F ILLUMINATED SIGN

Approximate Scale: 3/4" = 1'- 0"



TENANT DIRECTORY: SPECIFICATION NOTES

- NEW TOPPER DECOR IS PAINTED TO MATCH LARGE MONUMENTS. FUTURE TENANT FACE WILL BE ROUTED AND BACKED WITH ACRYLIC AND INTERNALLY ILLUMINATED WITH WHITE LED MODULES
- FACE OF RETAINERS PAINTED TO MATCH BUILDING.
- LOWER TENANT ID PANEL IS ALUMINUM WITH THE TENANT SPACES ROUTED OUT & BACKED WITH 3/16" WHITE ACRYLIC WITH 3M VINYL OVERLAYS.
- REVEAL AND DECOR BAND PAINTED TO MATCH MAIN BODY OF LARGE MONUMENTS.
- EXISTING BASES TO HAVE CULTURED STONE ADDED TO BOTH FACES.
- 1/4" ALUMINUM FCO's.

TYPE STYLE USED: Swis921 BT .116

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PROJECT NAME:

SHOPS AT SURPRISE
SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD.
SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

SCOTT HUDSON—602-570-4912

DESIGNER:
CREE SHORT

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DESIGN NUMBER:

SHOPS AT SURPRISE_CSP 05082015

SCALE:
AS NOTED

REVISIONS:

△	05/08/15	CS
△		
△		
△		
△		

LANDLORD / DEVELOPER APPROVAL
SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

GROUND SIGNS:

3 OF 3
CSP

WALL SIGNS

“J” EXHIBITS - WALL SIGNAGEpages 12-22

- WALL SIGNS “A” & “B” REQUIREMENTS page 13
- WALL SIGNS “C” & “D” REQUIREMENTS. page 14
- TYPICAL TENANT SIGN LAYOUT page 15
- EXHIBIT 1 of 13 - 16811 LITCHFIELD (East & West Elev.). page 16
- EXHIBIT 2 of 13 - 16811 LITCHFIELD (North & South Elev.). page 17
 - EXHIBIT 3 of 13 - 13839 W BELL RD (West Elev.). page 18
- EXHIBIT 4 of 13 - 13833 W BELL RD (North & South Elev.). page 19
- EXHIBIT 5 of 13 - 13839 W BELL RD (North Elev.) page 20
- EXHIBIT 6 of 13 - 13843 W BELL RD (West & South Elev.) page 21
- EXHIBIT 7 of 13- 13843 W BELL RD (East & North Elev.) page 22



TENANT SIGNAGE - WALL SIGN “A”

“A”

1 (one) line @ 24” • 2 (two) lines @ 34” • Not to Exceed 80% of Leased Frontage Width

1. Tenants are allowed 1.5 sq.ft. of area to 1 linear foot of business frontage, End caps and backs of buildings are allowed 1.0 sq.ft. of area to 1 linear foot of leased frontage. Tenants may use longest least frontage width to determine total allowable square footage for all wall displays. Tenants leasing two suites, may use both leased frontages as a combined leased frontage to determine total allowable square footage for all wall displays, if three suites, etc., the same applies.
2. Type of Signage:
 - A. Signs to be Pan Channel Letters. Returns 3” to 8”, made of aluminum.
 - B. Faces may use more corporate colors per individual corporate identities.
 - C. Trim cap colors may use corporate colors per individual corporate identities.
 - D. Letter returns may use more corporate colors per individual corporate identities.
 - E. Letters with a greater stroke of 5.5” must be double stroke LED’s.
 - F. LED color to match acrylic faces.
 - G. Logos may be pan-channel letters with company graphics.
 - L. Tag line cabinets are allowed.
 - M. Individual, painted, cut-out letters may be used for registration marks only.



TENANT SIGNAGE - WALL SIGN “B”

“B”

1 (one) line @ 30” • 2 (two) lines @ 40” • Not to Exceed 80% of Leased Frontage Width

1. Tenants are allowed 1.5 sq.ft. of area to 1 linear foot of business frontage, End caps and backs of buildings are allowed 1.0 sq.ft. of area to 1 linear foot of leased frontage. Tenants may use longest least frontage width to determine total allowable square footage for all wall displays. Tenants leasing two suites, may use both leased frontages as a combined leased frontage to determine total allowable square footage for all wall displays, if three suites, etc., the same applies.
2. Type of Signage:
 - A. Signs to be Pan Channel Letters. Returns 3” to 8”, made of aluminum.
 - B. Faces may use more corporate colors per individual corporate identities.
 - C. Trim cap colors may use corporate colors per individual corporate identities.
 - D. Letter returns may use more corporate colors per individual corporate identities.
 - E. Letters with a greater stroke of 5.5” must be double stroke LED’s.
 - F. LED color to match acrylic faces.
 - G. Logos may be pan-channel letters with company graphics.
 - L. Tag line cabinets are allowed.
 - M. Individual, painted, cut-out letters may be used for registration marks only.





TENANT SIGNAGE - WALL SIGN “C”

“C”

1 (one) line @ 34” • 2 (two) lines @ 44” • Not to Exceed 80% of Leased Frontage

1. Tenants are allowed 1.5 sq.ft. of area to 1 linear foot of business frontage, End caps and backs of buildings are allowed 1.0 sq.ft. of area to 1 linear foot of leased frontage. Tenants may use longest least frontage width to determine total allowable square footage for all wall displays. Tenants leasing two suites, may use both leased frontages as a combined leased frontage to determine total allowable square footage for all wall displays, if three suites, etc., the same applies.
2. Type of Signage:
 - A. Signs to be Pan Channel Letters. Returns 3” to 8”, made of aluminum.
 - B. Faces may use more corporate colors per individual corporate identities.
 - C. Trim cap colors may use corporate colors per individual corporate identities.
 - D. Letter returns may use more corporate colors per individual corporate identities.
 - E. Letters with a greater stroke of 5.5” must be double stroke LED’s.
 - F. LED color to match acrylic faces.
 - G. Logos may be pan-channel letters with company graphics.
 - L. Tag line cabinets are allowed.
 - M. Individual, painted, cut-out letters may be used for registration marks only.



TENANT SIGNAGE - WALL SIGN “D”

“D”

1 (one) line or 2 (two) lines @ 60” • Not to Exceed 80% of Leased Frontage

1. Tenants are allowed 1.5 sq.ft. of area to 1 linear foot of business frontage, End caps and backs of buildings are allowed 1.0 sq.ft. of area to 1 linear foot of leased frontage. Tenants may use longest least frontage width to determine total allowable square footage for all wall displays. Tenants leasing two suites, may use both leased frontages as a combined leased frontage to determine total allowable square footage for all wall displays, if three suites, etc., the same applies.
2. Type of Signage:
 - A. Signs to be Pan Channel Letters. Returns 3” to 8”, made of aluminum.
 - B. Faces may use more corporate colors per individual corporate identities.
 - C. Trim cap colors may use corporate colors per individual corporate identities.
 - D. Letter returns may use more corporate colors per individual corporate identities.
 - E. Letters with a greater stroke of 5.5” must be double stroke LED’s.
 - F. LED color to match acrylic faces.
 - G. Logos may be pan-channel letters with company graphics.
 - L. Tag line cabinets are allowed.
 - M. Individual, painted, cut-out letters may be used for registration marks only.

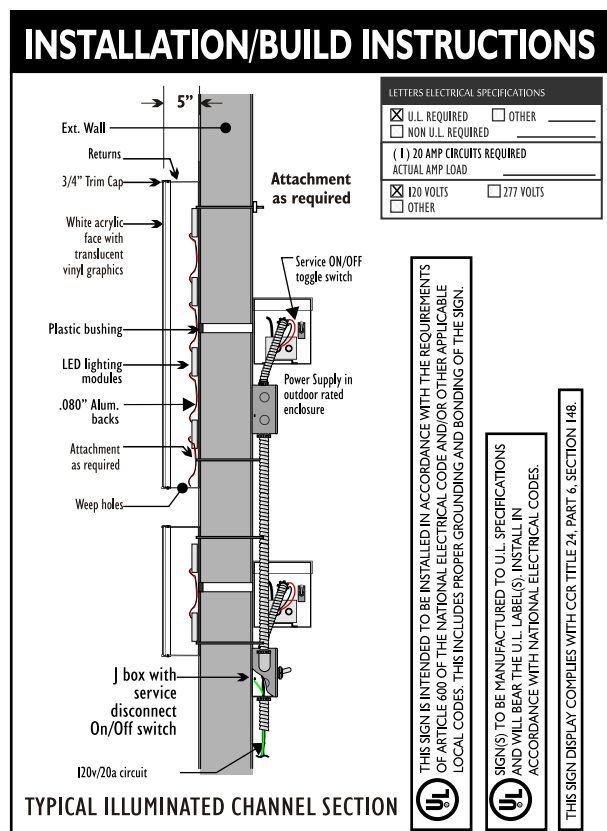
EXAMPLE OF TYPICAL WALL SIGN LAYOUT



INTERNALLY ILLUMINATED PAN CHANNEL LETTERS

SCALE: 1/2" = 1'-0"

Manufacture and install (1) set of internally illuminated pan channel letters. 5" return are duranodic bronze, gold trim cap, #211 red acrylic faces, red leds. Tagline has white acrylic face, white leds with 7725-22 matte black vinyl overlay. Mount flush to fascia as shown.



15



EAST / WEST SHOPS - 16811 LITCHFIELD SIGNBAND SIGNAGE

Approximate Scale: 1/16" = 1' - 0"

"B"

1 (one) line @ 30"
2 (two) lines @ 40"

Not to Exceed

80% of Leased Frontage Width
1 to 1

EAST - End Cap 16811



WEST - End Cap 16811



One Tenant Option

"A"

1 (one) line @ 24"
2 (two) lines @ 34"

Not to Exceed

80% of Leased Frontage Width
1 to 1

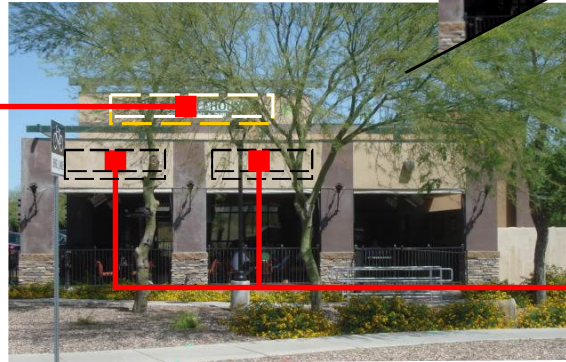
WEST - End Cap 16811

"B"

1 (one) line @ 30"
2 (two) lines @ 40"

Not to Exceed

80% of Leased Frontage Width
1 to 1



Two Tenant Option

"B"

1 (one) line @ 30"
2 (two) lines @ 40"

Not to Exceed

80% of Leased Frontage Width
1 to 1

WEST 16811

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PROJECT NAME:

SHOPS AT SURPRISE
SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD.
SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

SCOTT HUDSON ~ 602-570-1912

DESIGNER:

CREE SHORT

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DESIGN NUMBER:

SHOPS AT SURPRISE_CSP 05082015

SCALE:

AS NOTED

REVISIONS:

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LANDLORD / DEVELOPER, APPROVAL

SIGNATURE & DATE:

CUSTOMER, APPROVAL

SIGNATURE & DATE:

WALL SIGNAGE:

1 OF 13
CSP

End Cap
"B"

1 (one) line @ 30" • 2 (two) lines @ 40"
 Not to Exceed 80% of Leased Frontage Width
 I-1/2 to I

"A"

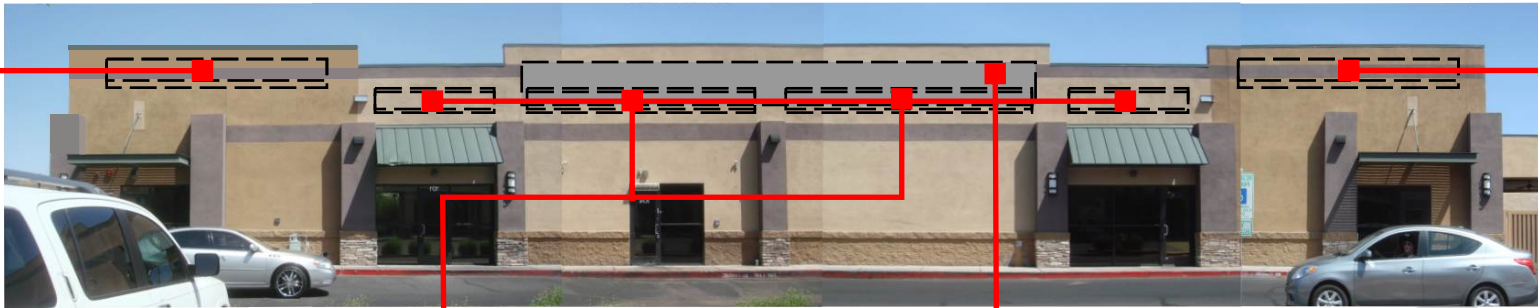
Multiple Single Tenants Option: 1 (one) line @ 24" • 2 (two) lines @ 34"
 Not to Exceed 80% of Leased Frontage Width
 I-1/2 to I

One Tenant Option: 1 (one) line @ 60" (Black dash lined area) **"D"**
 Not to Exceed 80% of Leased Frontage Width • I-1/2 to I

End Cap
"B"

1 (one) line @ 30" • 2 (two) lines @ 40"
 Not to Exceed 80% of Leased Frontage Width
 I-1/2 to I

NORTH 16811



"B"

1 (one) line @ 30" • 2 (two) lines @ 40"
 Not to Exceed 80% of Leased Frontage Width • I to I

"A"

Multiple Single Tenants Option: 1 (one) line @ 24" • 2 (two) lines @ 34"
 Not to Exceed 80% of Leased Frontage Width • I to I

One Tenant Option: 1 (one) line @ 60" (Shaded area) **"D"**
 Not to Exceed 80% of Leased Frontage Width • I to I

"B"

1 (one) line @ 30" • 2 (two) lines @ 40"
 Not to Exceed 80% of Leased Frontage Width • I to I

SOUTH 16811



WEST SHOPS - 13839 W. BELL ROAD SIGNBAND SIGNAGE

Approximate Scale: 1/16" = 1' - 0"

WEST END CAP 13839



"D"

1 (one) line or
2 (two) lines @ 60"
Not to Exceed
80% of Leased Frontage Width
1 to 1

WEST 13839 End Cap "D"

1 (one) line or 2 (two) lines @ 60"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1

"A"

Single Tenant: 1 (one) line @ 24" • 2 (two) lines @ 34"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1

"D"

1 (one) line or 2 (two) lines @ 60"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1



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PROJECT NAME:

SHOPS AT SURPRISE
SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD.
SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

SCOTT HUDSON — 602-570-1912

DESIGNER:

CREE SHORT

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SHOPS AT SURPRISE_CSP 05082015

SCALE:

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REVISIONS:

△	05/08/15	CS
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△		

LANDLORD / DEVELOPER APPROVAL

SIGNATURE & DATE:

△

CUSTOMER APPROVAL

SIGNATURE & DATE:

△

WALL SIGNAGE:

4 OF 13
CSP



NORTH / SOUTH SHOPS - I3833 W. BELL ROAD **SIGNBAND SIGNAGE**

Approximate Scale: 1/16" = 1' - 0"

NORTH - End Cap I3833



SOUTH - End Cap I3833



"D"

1 (one) line or
2 (two) lines @ 60"
Not to Exceed
80% of Leased Frontage Width
1 to 1

WEST I3833

"A"

**End Cap
"B"**

1 (one) line @ 30" • 2 (two) lines @ 40"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1

Multiple Single Tenants Option: 1 (one) line @ 24" • 2 (two) lines @ 34"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1

One Tenant Option: 1 (one) line @ 60" (Shaded area) **"D"**
Not to Exceed 80% of Leased Frontage Width • 1-1/2 to 1

**End Cap
"B"**

1 (one) line @ 30" • 2 (two) lines @ 40"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1



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PROJECT NAME:

SHOPS AT SURPRISE
SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., I3833, I3839, I3843 BELL RD.
SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

SCOTT HUDSON ~602-570-1912

DESIGNER:
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LANDLORD / DEVELOPER, APPROVAL SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

WALL SIGNAGE:

3 OF **13**
CSP



NORTH SHOPS - 13839 W. BELL ROAD SIGNBAND SIGNAGE

NORTH END CAP 13839



"D"

1 (one) line or
2 (two) lines @ 60"
Not to Exceed
80% of Leased Frontage Width
1 to 1 (Side)

WEST END CAP 13839



"D"

1 (one) line or
2 (two) lines @ 60"
Not to Exceed
80% of Leased Frontage Width
1 to 1 (Side)

"A"

Multiple Single Tenants Option: 1 (one) line @ 24" • 2 (two) lines @ 34"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1

One Tenant Option: 1 (one) line @ 60" White dash lined area
Not to Exceed 80% of Leased Frontage Width • 1-1/2 to 1

"D"

End Cap **"D"**

1 (one) line or 2 (two) lines @ 60"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1



NORTH 13839

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SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

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SHOPS AT SUNRISE_CSP 05082015

SCALE:
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REVISIONS:

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△		
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△		
△		

LANDLORD / DEVELOPER APPROVAL SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

WALL SIGNAGE:

5 OF 13
CSP



SOUTH / WEST SHOPS - I3843 W. BELL ROAD SIGNBAND SIGNAGE

Approximate Scale: 1/16" = 1' - 0"

End Cap "C"

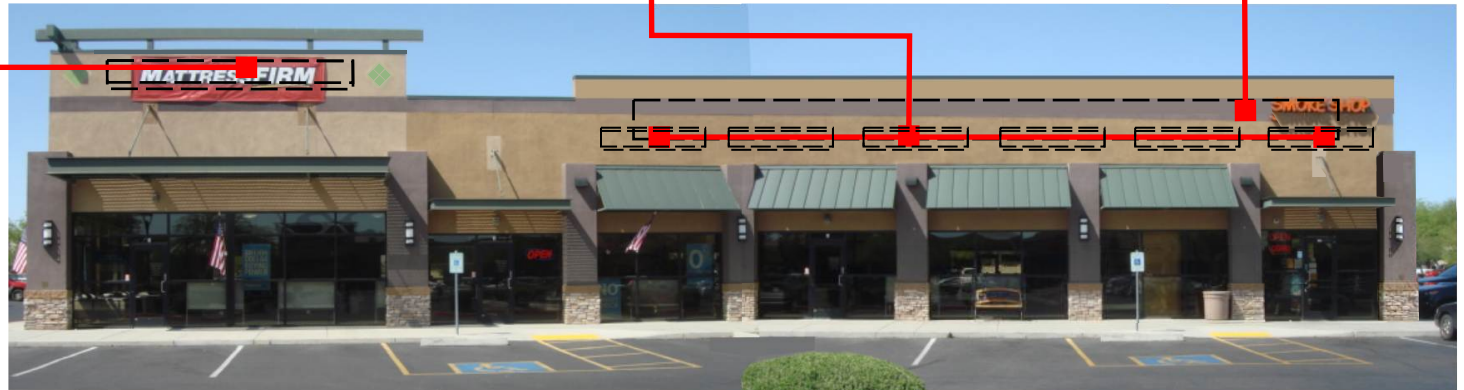
1 (one) line @ 34"
2 (two) lines @ 44"

Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1

"A"

Multiple Single Tenants Option: 1 (one) line @ 24" • 2 (two) lines @ 34"
Not to Exceed 80% of Leased Frontage Width • 1-1/2 to 1

One Tenant Option: 1 (one) line @ 60" (Black dash lined area) "D"
Not to Exceed 80% of Leased Frontage Width • 1-1/2 to 1



SOUTH I3843

WEST I3843

End Cap "C"

1 (one) line @ 34"
2 (two) lines @ 44"

Not to Exceed 80% of Leased Frontage Width
1 to 1



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PROJECT NAME:

SHOPS AT SURPRISE
SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., I3833, I3839, I3843 BELL RD.
SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

SCOTT HUDSON -- 602-570-1912

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SCALE:

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LANDLORD / DEVELOPER APPROVAL
SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

WALL SIGNAGE:

6 OF 13

CSP



NORTH / EAST SHOPS - I3843 W. BELL ROAD SIGNBAND SIGNAGE

Approximate Scale: 1/16" = 1' - 0"

"A"

1 (one) line @ 24"
2 (two) lines @ 34"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1

"C"

Multiple Single Tenants Option: 1 (one) line @ 34" • 2 (two) lines @ 44"
Not to Exceed 80% of Leased Frontage Width • 1-1/2 to 1

One Tenant Option: 1 (one) line @ 60" (Black dash lined area) **"D"**
Not to Exceed 80% of Leased Frontage Width • 1-1/2 to 1



NORTH I3843

EAST I3843

**End Cap
"A"**

1 (one) line @ 24"
2 (two) lines @ 34"
Not to Exceed
80% of Leased Frontage Width
1 to 1



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PROJECT NAME:

SHOPS AT SURPRISE
SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., I3833, I3839, I3843 BELL RD.
SURPRISE, AZ

CONTACT: JOHN PANFIL
PHONE:

CONTACT REP:

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LANDLORD / DEVELOPER APPROVAL
SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

WALL SIGNAGE:

7 OF 13
CSP

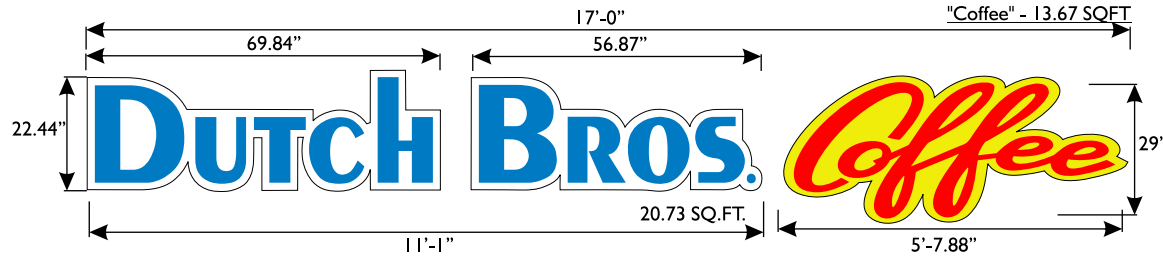


WALL

"J" EXHIBITS - WALL SIGNAGEpages 23-29

- EXHIBIT 8 of 13 - WALL SIGNAGE (West Elev.)page 24
- EXHIBIT 9 of 13 - WALL SIGNAGE (South Elev.)page 25
- EXHIBIT 10 of 13 - WALL SIGNAGE (North Elev.)page 26
- EXHIBIT 11 of 13 - WALL SIGNAGE (East Elev.)page 27
- EXHIBIT 12 of 13 - DIRECTIONALS.page 28
- EXHIBIT 13 of 13 - SITE MAP: "DUTCH BROS" Signage Locationpage 29

23



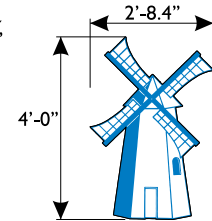
JA INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY
APPROXIMATE SCALE: 1/2" = 1'-0" 34.45 SQ.FT.

MANUFACTURE AND INSTALL (1) INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY.
5" RETURNS ARE CHEVRON BLUE, BLUE TRIM CAP WHITE ACRYLIC FACES WITH 3630-127 "INTENSE BLUE" VINYL OVERLAY. WHITE LEDS.
"COFFEE" HAS 3630-25 "SUNFLOWER" AND 3630-43 "TOMATO RED" VINYL OVERLAYS, WHITE LEDS.



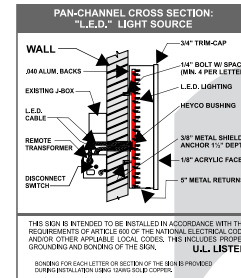
JB INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY
APPROXIMATE SCALE: 3/8" = 1'-0" 11.53 SQ.FT.

MANUFACTURE AND INSTALL (1) SET OF INTERNALLY ILLUMINATED PAN CHANNEL LETTERS.
5" .040 RETURNS ARE CHEVRON BLUE, 3/4" TRIM CAP IS BLUE, 1/8" WHITE ACRYLIC FACES, 3630-127 INTENSE BLUE VINYL OVERLAY, ILLUMINATE WITH WHITE LEDS.
BACKGROUND IS WHITE .080 ALUMINUM.



IC INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY 10.80 SQ.FT.
APPROXIMATE SCALE: 3/8" = 1'-0"

MANUFACTURE AND INSTALL (1) ILLUMINATED WINDMILL LOGO
5" .040 RETURNS ARE CHEVRON BLUE
3/4" TRIM CAP IS BLUE
1/8" WHITE ACRYLIC FACES
3630-127 "INTENSE BLUE" VINYL OVERLAY.
ILLUMINATE WITH 15MM 6500 WHITE NEON, REMOTE TRANSFORMERS.



WEST ELEVATION - APPROXIMATE SCALE: 3/16" = 1'-0"

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PROJECT NAME:

SHOPS AT SURPRISE • SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD., SURPRISE, AZ
DUTCH BROS. COFFEE • 13855 W. BELL ROAD
SEC BELL RD. & LITCHFIELD RD., SURPRISE, ARIZONA

CONTACT: BILL CANTIERI
PHONE: 480-818-9736

CONTACT REP:

SCOTT HUDSON ~ 602-570-1912

DESIGNER:

JWALLACE

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DESIGN NUMBER:

DUTCH BROS 11-13-13-R2

SCALE:

AS NOTED

DATE:

11/13/13

REVISIONS:

VARIOUS

11/14/13

JW

NEW ELEVATIONS

03/31/14

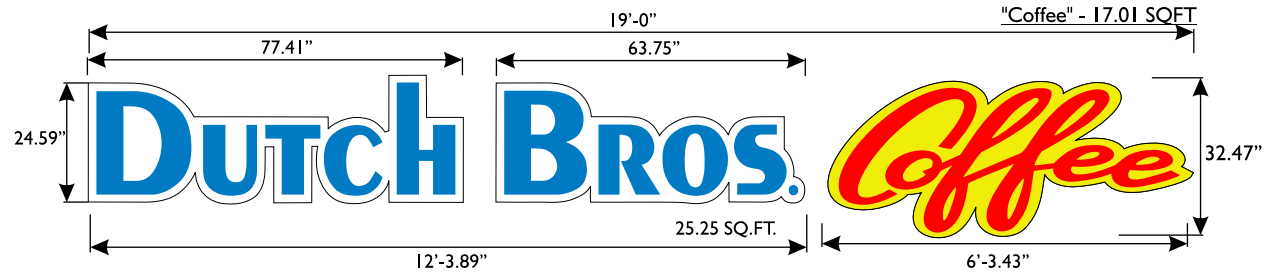
JW

LANDLORD / DEVELOPER APPROVAL
SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

WALL SIGNAGE:

8 OF 13
CSP



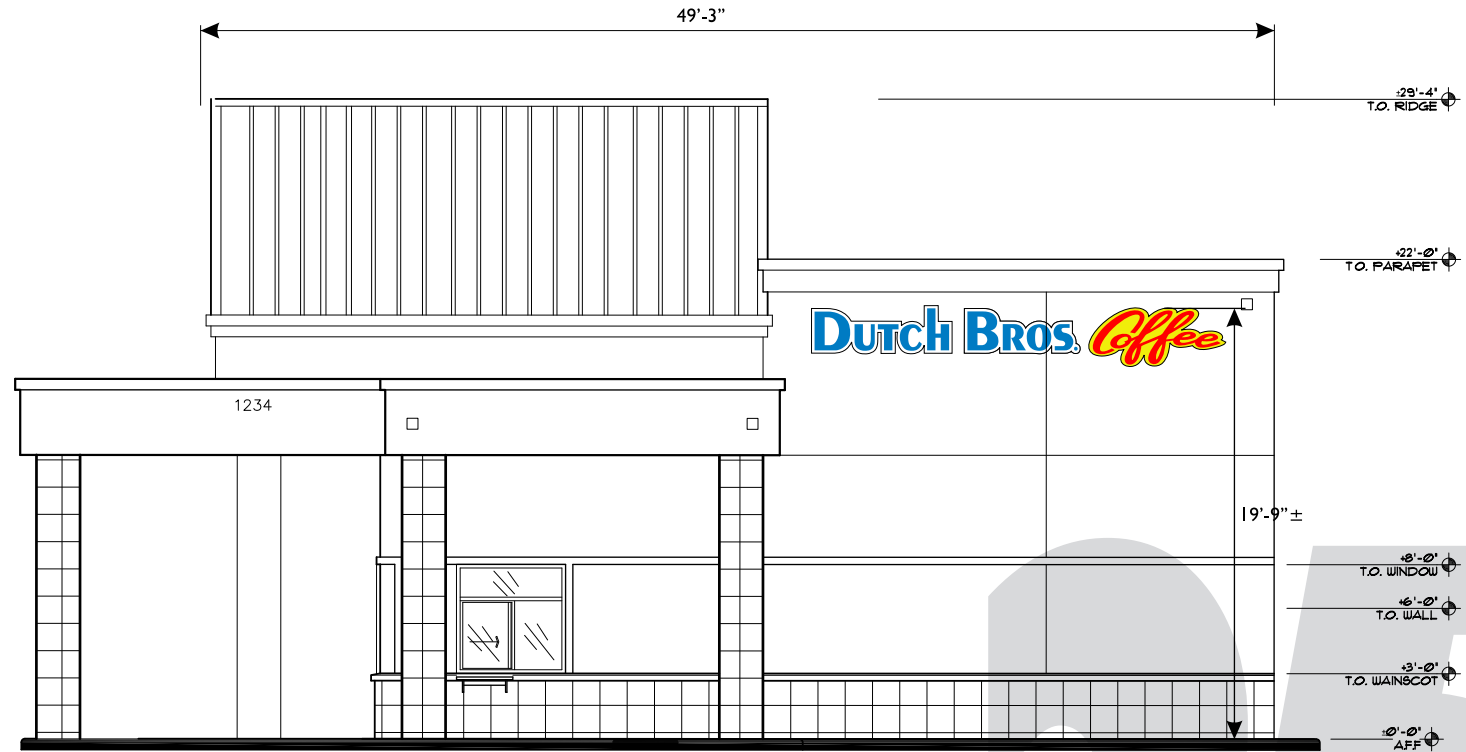
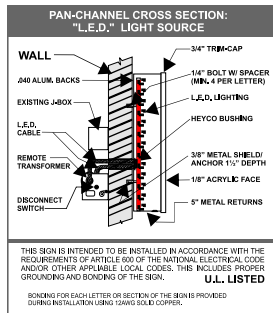
INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY

APPROXIMATE SCALE: 1/2" = 1'-0"

42.26 SQ.FT.

MANUFACTURE AND INSTALL (1) INTERNALLY ILLUMINATED PAN-CHANNEL DISPLAY.

5" RETURNS ARE CHEVRON BLUE, BLUE TRIM CAP, WHITE ACRYLIC FACES WITH 3630-127 "INTENSE BLUE" VINYL OVERLAY. WHITE LEDS. "COFFEE" HAS 3630-25 "SUNFLOWER" AND 3630-43 "TOMATO RED" VINYL OVERLAYS, WHITE LEDS.



SOUTH ELEVATION - APPROXIMATE SCALE: 3/16" = 1'-0"

www.arizonacommercialsigns.com

PROJECT NAME:

SHOPS AT SURPRISE • SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD., SURPRISE, AZ
DUTCH BROS. COFFEE • 13855 W. BELL ROAD
SEC BELL RD. & LITCHFIELD RD., SURPRISE, ARIZONA

CONTACT: BILL CANTIERI
PHONE: 480-818-9736

CONTACT REP:

SCOTT HUDSON -- 602-570-1912

DESIGNER:

JWALLACE

THIS DRAWING IS THE PROPERTY OF ARIZONA
COMMERCIAL SIGNS & IS NOT TO BE REPRODUCED BY
ANY OTHER SIGN COMPANY.

DESIGN NUMBER:

DUTCH BROS 11-13-13-R2

SCALE:

AS NOTED

DATE:

11/13/13

REVISIONS:

VARIOUS	11/14/13	JW
NEW ELEVATIONS	03/31/14	JW
	13	JW
	06/13	JW
	12/06/13	JW

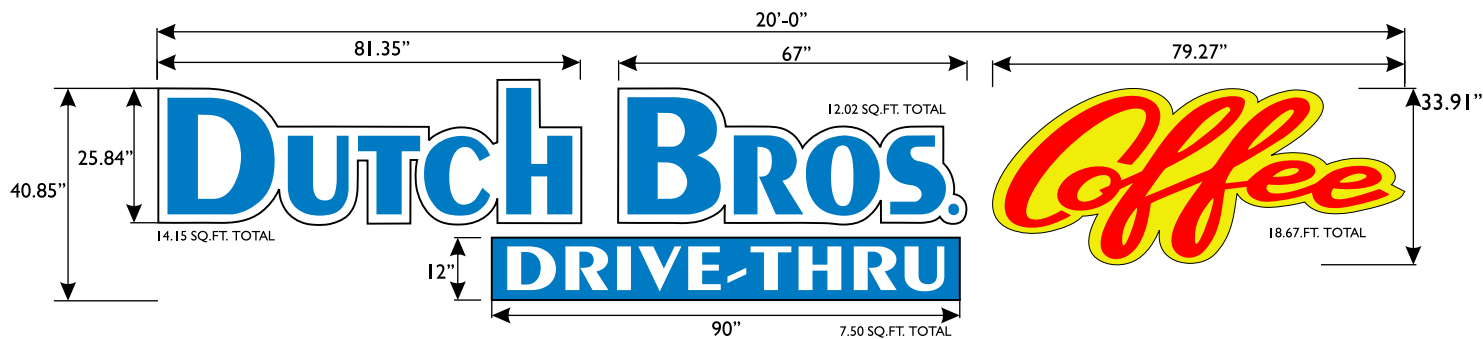
LANDSCAPE / DEVELOPER APPROVAL
SIGNATURE & DATE:

WALL SIGNAGE:

9 OF 13
CSP



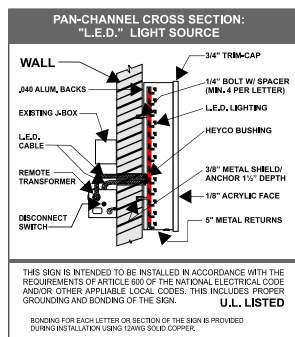
ARIZONA COMMERCIAL SIGNS
4018 E. WINSLOW • PHOENIX, AZ 85040
OFFICE: (480) 921-8900 • FAX: (602) 437-8073



INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY

APPROXIMATE SCALE: 3/4" = 1'-0" 52.34 SQ.FT. TOTAL

MANUFACTURE AND INSTALL (1) INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY. 5" RETURNS ARE CHEVRON BLUE, BLUE TRIM CAP WHITE ACRYLIC FACES WITH 3630-127 "INTENSE BLUE" VINYL OVERLAY. WHITE LEDS. "COFFEE" HAS BLACK RETURNS AND TRIP CAP 3630-25 "SUNFLOWER" AND 3630-43 "TOMATO RED" VINYL OVERLAYS, WHITE LEDS.



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ARIZONA COMMERCIAL SIGNS
4018 E. WINSLOW • PHOENIX AZ 85040
OFFICE: (480) 921-9900 • FAX: (602) 437-8073

PROJECT NAME:

SHOPS AT SURPRISE • SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD., SURPRISE, AZ
DUTCH BROS. COFFEE • 13855 W. BELL ROAD
SEC BELL RD. & LITCHFIELD RD., SURPRISE, ARIZONA

CONTACT: BILL CANTIERI
PHONE: 480-818-9736

CONTACT REP:

SCOTT HUDSON ~602-570-1912

DESIGNER:

JWALLACE

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DESIGN NUMBER:

DUTCH BROS 11-13-13-R2

SCALE:
AS NOTED

DATE:
11/13/13

REVISIONS:

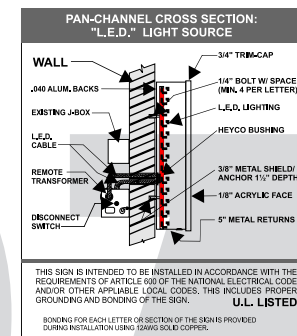
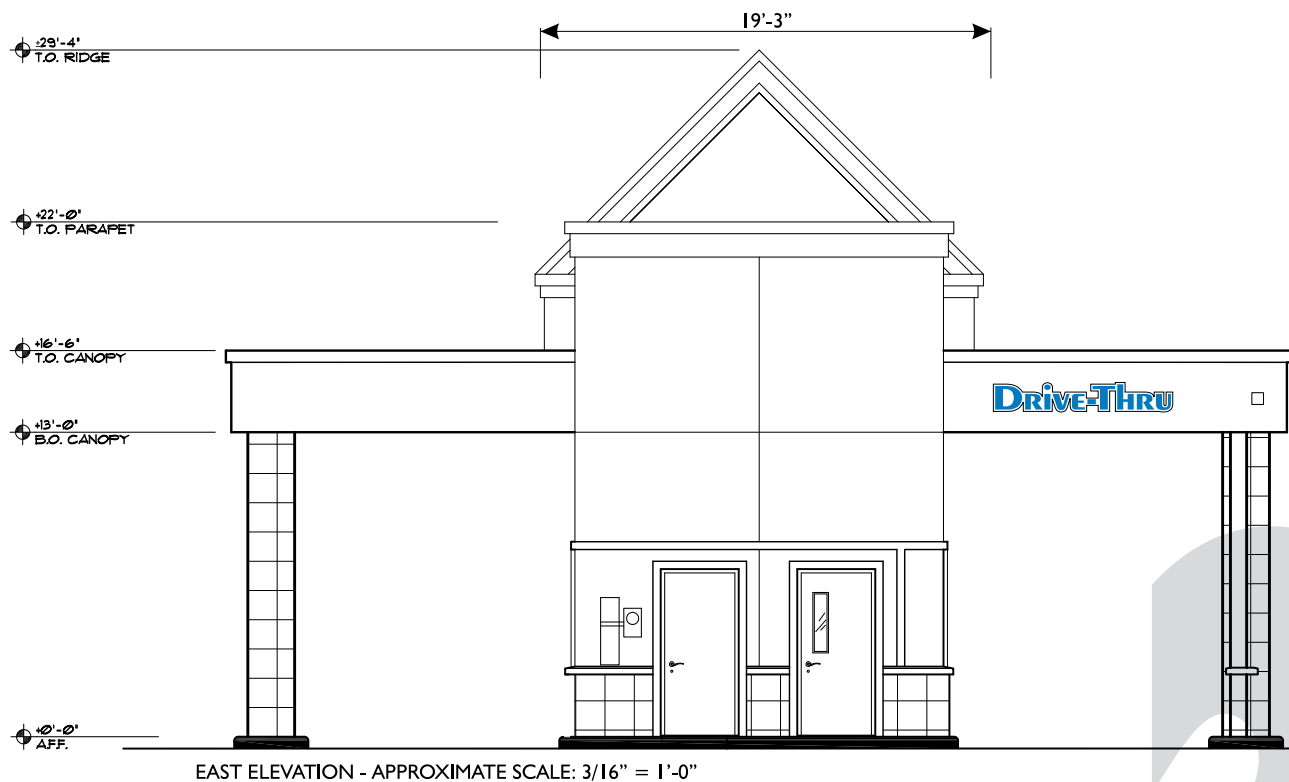
VARIOUS	11/14/13	jw
NEW ELEVATIONS	03/31/14	jw

LANDLORD / DESIGNER SIGNATURE & TITLE



IF INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY
APPROXIMATE SCALE: 3/8" = 1'-0" 11.53 SQ.FT.

MANUFACTURE AND INSTALL (1) SET OF INTERNALLY ILLUMINATE PAN-CHANNEL LETTERS.
5" .040 RETURNS ARE CHEVRON BLUE, 3/4" TRIM CAP IS BLUE, 1/8" WHITE ACRYLIC FACES, 3630-127 INTENSE BLUE VINYL OVERLAY,
ILLUMINATE WITH WHITE LEDS.
BACKGROUND IS WHITE .080 ALUMINUM.



www.arizonacommercialsigns.com



Nationwide Sign Systems
4018 E. WINSLOW • PHOENIX AZ 85040
OFFICE: (480) 921-9900 • FAX: (602) 437-8073

PROJECT NAME:

SHOPS AT SURPRISE • SOUTHWEST PROPERTIES
16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD., SURPRISE, AZ
DUTCH BROS. COFFEE • 13855 W. BELL ROAD
SEC BELL RD. & LITCHFIELD RD., SURPRISE, ARIZONA

CONTACT: BILL CANTIERI
PHONE: 480-818-9736

CONTACT REP:

SCOTT HUDSON ~602-570-1912

DESIGNER:

JWALLACE

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COMMERCIAL SIGNS & IS NOT TO BE REPRODUCED BY
ANY OTHER SIGN COMPANY.

DESIGN NUMBER:

DUTCH BROS 11-13-13-R2

SCALE:

AS NOTED

DATE:

11/13/13

REVISIONS:

VARIOUS	11/14/13	jw
NEW ELEVATIONS	03/31/14	jw
	12/05/13	jw
	12/06/13	jw
	12/06/13	jw

LANDLORD / DEVELOPER APPROVAL
SIGNATURE & DATE:

CUSTOMER APPROVAL
SIGNATURE & DATE:

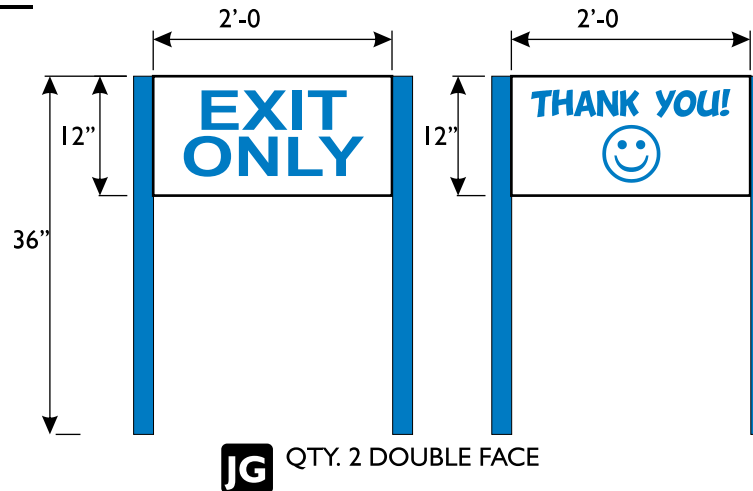
WALL SIGNAGE:

11 OF 13
CSP



DUTCH BROS - DIRECTIONAL SIGNAGE

Approximate Scale: 3/4" = 1'-0"



MANUFACTURE AND INSTALL:
 12" X 24" .090 ALUM.
 DIRECTIONAL
 SIGNS WITH PAINTED
 2" X 2" SQUARE ALUM. POSTS

FACES: TO BE PAINTED WHITE,
COPY: "INTENSE BLUE" 7725-47
ARROWS: "GERANIUM" 7725-63

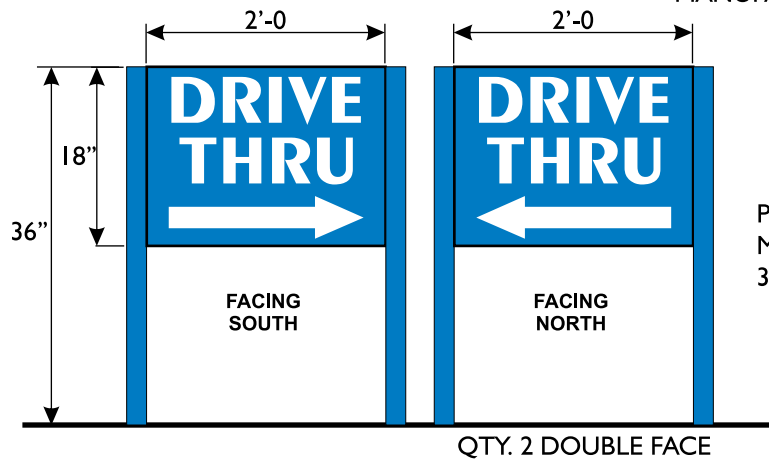
POSTS:
 PAINTED TO MATCH
 PMS# 300



NON ILLUMINATED DIRECTIONAL SIGNS

APPROXIMATE SCALE: 3/4" = 1'-0" 2.0 SQ.FT.

MANUFACTURE AND INSTALL NON ILLUMINATED DIRECTIONAL SIGNS.



POST & PANEL PAINTED SEMI-GLOSS TO
 MATCH PMS #300C.
 3M WHITE REFLECTIVE VINYL GRAPHICS.



NON-ILLUMINATED DIRECTIONAL SIGNS

APPROXIMATE SCALE: 3/4" = 1'-0" 3.0 SQ.FT.

MANUFACTURE AND INSTALL NON-ILLUMINATED DIRECTIONAL SIGNS.

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ARIZONA COMMERCIAL SIGNS
 4018 E. WINSLOW • PHOENIX AZ 85040
 OFFICE: (480) 921-9900 • FAX: (602) 437-8073

PROJECT NAME:

SHOPS AT SURPRISE • SOUTHWEST PROPERTIES
 16811 LITCHFIELD RD., 13833, 13839, 13843 BELL RD., SURPRISE, AZ
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CONTACT: BILL CANTIERI
 PHONE: 480-818-9736

CONTACT REP:

SCOTT HUDSON ~ 602-570-1912

DESIGNER:

JWALLACE

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 ANY OTHER SIGN COMPANY.

DESIGN NUMBER:

DUTCH BROS 11-13-13-R2

SCALE:

AS NOTED

DATE:

11/13/13

REVISIONS:

VARIOUS	11/14/13	jw
NEW ELEVATIONS	03/31/14	jw
	12/05/13	jw
	12/06/13	jw
	12/06/13	jw

LANDLORD / DEVELOPER APPROVAL

SIGNATURE & DATE:

CUSTOMER APPROVAL

SIGNATURE & DATE:

WALL SIGNAGE:

12 OF 13
 CSP

S

SITE MAP: SIGN BAND AND SIGNAGE LOCATION

SCALE: NO TO SCALE

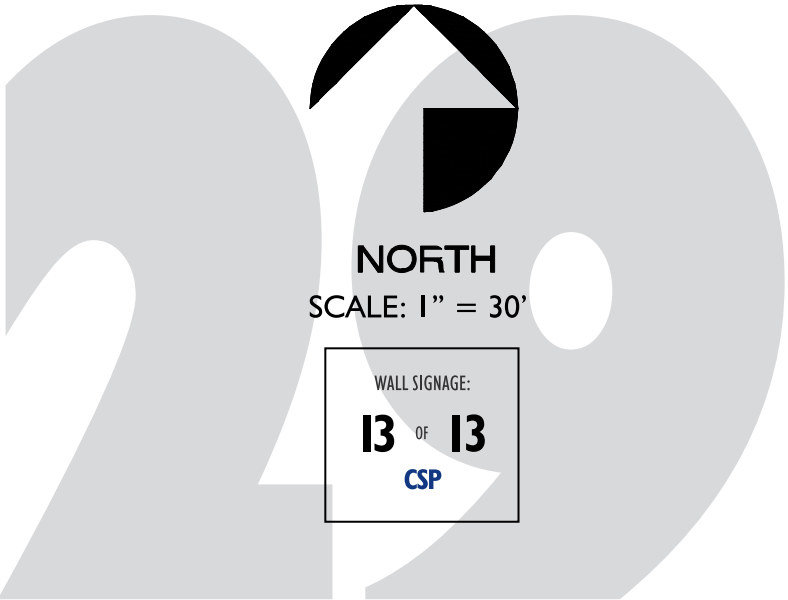
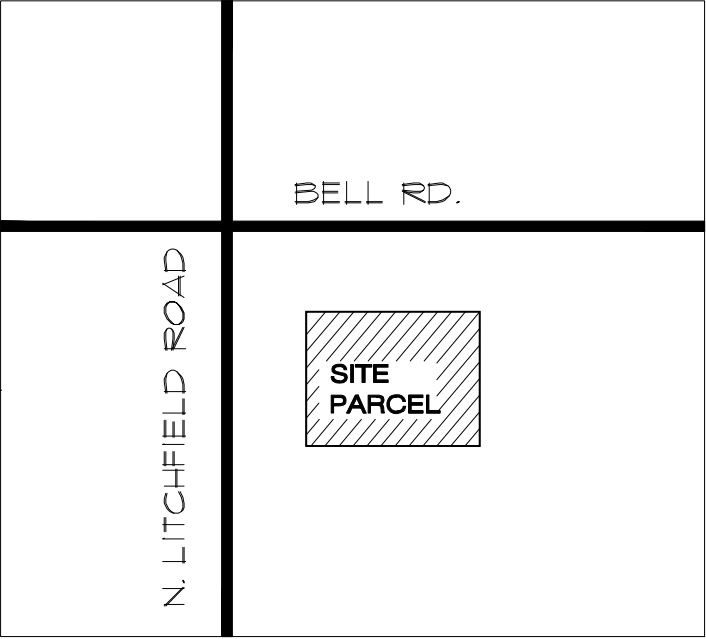
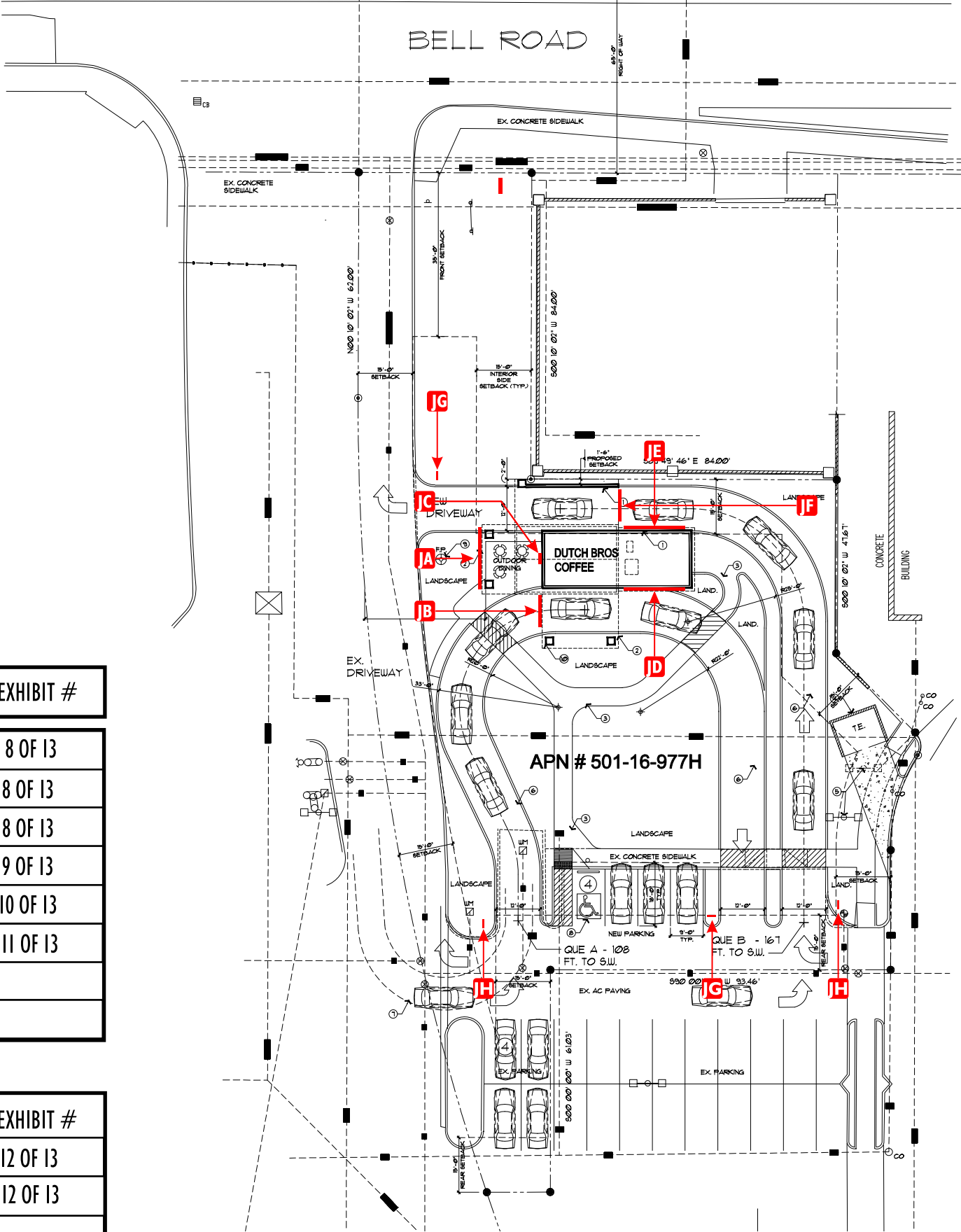
SIGN SCHEDULE: DUTCH BROS COFFEE

WALL SIGNS - TENANT SIGNAGE

SIGN	PAD	PAGE	EXHIBIT #
JA	WALL SIGNAGE (WEST) - Logo	21	8 OF 13
JB	WALL SIGNAGE (WEST) - "Drive-Thru"	21	8 OF 13
JC	WALL SIGNAGE (WEST) - Windmill - Logo	21	8 OF 13
JD	WALL SIGNAGE (SOUTH) - Logo	22	9 OF 13
JE	WALL SIGNAGE (NORTH) - Logo & Driver-Thru	23	10 OF 13
JF	WALL SIGNAGE (East) - "Drive-Thru"	24	11 OF 13

GROUNDS SIGNS PANELS

SIGN	DESCRIPTION	PAGE	EXHIBIT #
JG	DIRECTIONAL - "Exit" & "Thank You"	25	12 OF 13
JH	DIRECTIONAL - "Drive-Thru" (with arrow)	25	12 OF 13



APPENDIX

NARRATIVE / COVER LETTER	page 30
DEVELOPMENT APPLICATION	page 31
USE PERMIT	page 32
PROPOSITION 207 WAIVER	page 33
LEGAL DESCRIPTION / PARCEL NUMBER	page 34
EMAIL: MEETING SUMMARY	page 35-36
CHECK LIST (City of Surprise)	page 37
CONCEPT REVIEW MEETING - ATTENDEES & SUMMARY	page 38-39
DEVELOPMENT REVIEW PROCESS (City of Surprise)	page 40-43
CITY DETAIL 4-01 CONFIRMATION E-MAIL	page 44

BO

DEVELOPMENT APPLICATION

Request:

Title of project: Dutch Bros Coffee - Signage

Description of request: Conditional Use Permit Process
in a Comprehensive Sign Plan.

Property Information:

Property address (if known): 13855 W. Bell Rd.

Property location: Bell & Litchfield Rd.

Parcel numbers(s): 501-16-9774 Size in acres: 5.59 Lot range: _____

Subdivision name: _____

Current zoning: /PAD Related case(s): PR109-309

CR15-103

Applicant Information:

Name: Arizona Commercial Signs Contact: Scott Hudson or Tanyalane

Address: 4018 E. Winslow Ave

City: Phoenix State: AZ ZIP: 85040

Phone: 480-921-9900 Fax: 602-437-8073 E-mail: Shudson@arizonacommercialsigns.co

Tgangelhoff@arizonacommercialsigns.com

Property owner information:

Name: Southwest AZ Properties, Inc. Contact: John Panfil

Address: 1701 Windhoek Dr

City: Lincoln State: NE ZIP: 68512

Phone: 402-904-5502 Fax: _____ E-mail: jpanfil@southwestaz.com

Property owner and applicant authorization:

I (property owner) Larry Bird do hereby authorize
(applicant/agent) Dutch Bros Coffee to file this application
on all matters relating to this request with the City of Surprise. Additionally, I
understand that any verbal or written communications on said application to other
members of the development team is my responsibility. I request that all
communications regarding this application be provided to the applicant.

Property owner signature: [Signature] Date: 5-4-15





Licensed • Bonded • Insured
#92792

4018 E. Winslow Ave. • Phoenix, AZ 85040 • Off: **480.921.9900** • Fax: 602.437.8073 • www.arizonacommercialsigns.com

September 2, 2015

City of Surprise
Jamie Sullivan

Re: Dutch Bros Coffee - Shops at Surprise
USE PERMIT
13855 W. Bell Rd.
TRK# **PRJ09-309/ CR15-103/ FS15-269**

Dear Jaime,

We are requesting a use permit for a Master Sign Program for APN 501-16-977H & 501-16-977J.
All Wall signs to be Pan Channel Letters made of aluminum.

Wall "A" 1 line of copy at 24", 2 lines of copy 34" max/ letter height, not to exceed 80% of leased frontage.

Wall "B" 1 line of copy at 30" and 2 lines of copy at 40" max letter height, Not to exceed 80% of leased frontage.

Wall "C" 1 line of copy at 34" and 2 lines of copy at 44" max letter height, not to exceed 80% of leased frontage.

Wall "D" 1 line or 2 lines of copy 60" max letter height. Not to exceed 80% of leased frontage.

We are also proposing 1 Double faced Multi-Tenant Monument sign, 1 new "topper/Center ID" on existing monument.

Redesign and add "toppers" to the Ground Directories.

Please see attached Site plan calling out business in this complex.

We have also included sign band areas for the tenant leased space.

Should you need any further information to complete this request/ reviews please do not hesitate to contact me.

Thank for all your help with this one as well.

Scott Hudson

Arizona Commercial Signs

480-921-9900

tgangelhoff@arizonacommercialsigns.com

32

PROPOSITION 207

CONSENT TO CONDITIONS - WAIVER FOR DIMINUTION OF VALUE

In exchange for its processing of entitlements, the City of Surprise (the "City") requires that landowners execute a waiver of claims that may arise under Proposition 207 (A.R.S. §12-1134 *et seq.*). As a result of any requested City land use action. The waiver applies only to the action requested and does not diminish any other landowner rights that may exist prior to the request.

The undersigned is/are the owner(s) of the parcel of land described in Attachment 1 hereto that is the subject of {Rezoning/Use Permit/Preliminary Development Plan} Application No. CRIS-103

By signing this document, the undersigned owner(s) agree(s) and consent(s) to all the conditions imposed by the City of Surprise in conjunction with the approval of {Rezoning/Use Permit/Preliminary Development Plan Application} No. CRIS-103 acknowledge(s) that the approval of Rezoning/Use Permit/Preliminary Development Plan} Application No. CRIS103 might affect current or existing rights to use, divide, sell or possess the subject property, and waives any right to compensation for diminution in value pursuant to Arizona Revised Statutes §12-1134 that may now or in the future exist as a result of the approval of {Rezoning/ Use Permit/Preliminary Development Plan} Application No. CRIS-103

Dated this 4 day of May, 20 15

OWNER: [Entity name and descriptions, if applicable]

By: Larry Bird

Print Name

Sign Name

Its: _____

[Title, if applicable]

STATE OF ARIZONA)
)ss
County of Maricopa)

This instrument was acknowledged before me this 4 day of May,
20 15 by Kyle Ropers

Kyle Ropers
Notary Public

My Commission Expires: 8/6/17

CD 11/2014



BB

EXHIBIT A

Legal Description

PARCEL NO. 1:

A portion of the Northwest quarter of the Northwest quarter of Section 3, Township 3 North, Range 1 West of the Gila and Salt River Base and Meridian, Maricopa County, Arizona, described as follows:

COMMENCING at a brass cap in a handhole at the Northwest corner of said Section 3;

THENCE South 00 degrees 10 minutes 59 seconds East along the West line of said Section 3, a distance of 729.63 feet;

THENCE North 89 degrees 49 minutes 01 seconds East, a distance of 55.00 feet to a point on the Easterly 55 foot right-of-way line of Litchfield Road and the TRUE POINT OF BEGINNING said point being the Northwest corner of Lot 1, of WEST POINT TOWNE CENTER, as recorded thereof in Book 616 of Maps, Page 1, Maricopa County Records;

THENCE North 00 degrees 10 minutes 59 seconds West, along said Easterly right-of-way line, a distance of 219.27 feet;

THENCE South 89 degrees 49 minutes 58 seconds East, a distance of 219.19 feet;

THENCE North 00 degrees 10 minutes 02 seconds East, a distance of 165.10 feet, said point being on the arc of a non-tangent curve, concave Southerly, from which the center bears South 11 degrees 52 minutes 42 seconds West, a radius distance of 715.78 feet;

THENCE Easterly along the arc of said non-tangent curve through a central angle of 04 degrees 55 minutes 57 seconds, an arc length of 61.62 feet to a point on the arc of a non-tangent curve, said curve being concave Easterly, having a radius of 678.65 feet, from which the center bears North 70 degrees 05 minutes 15 seconds East;

THENCE Southeasterly along the arc of the last non-tangent curve thorough a central angle of 02 degrees 45 minutes 21 seconds, an arc length of 32.64 feet;

THENCE South 89 degrees 49 minutes 58 seconds East, a distance of 253.07 feet; THENCE South 00 degrees 10 minutes 02 seconds West, a distance of 528.89 feet;

THENCE North 89 degrees 49 minutes 58 seconds West, a distance of 312.72 feet to the Southeast corner of the aforesaid Lot 1;

THENCE North 00 degrees 10 minutes 02 seconds East, along the East line of said Lot 1, a distance of 190.00 feet to the Northeast corner of said Lot.

THENCE North 89 degrees 49 minutes 58 seconds West, along the North line of said Lot 1, a distance of 229.85 feet to the Northwest corner of said Lot 1 and the TRUE POINT OF BEGINNING.

PARCEL #: 501-160977H, 501-16-977J

4565128v6(63882.5)

34

Scott Hudson

From: Tanya Lane <tgangelhoff@arizonacommercialsigns.com>
Sent: Wednesday, August 26, 2015 8:22 AM
To: Scott Hudson
Subject: Fw: CR15-103 Dutch Bros Signage Concept Meeting Summary
Attachments: Concept Meeting Summary CR15-103.pdf; Checklist.pdf; Sign In Sheet.pdf; Surprise Development Application Packet.pdf; Development Review Application - Plan Requirements.pdf

From: [Scott Hudson](#)
Sent: Monday, April 06, 2015 2:17 PM
To: [Tanya](#)
Subject: FW: CR15-103 Dutch Bros Signage Concept Meeting Summary

Scott,

Attached is the meeting recap that Surprise sent last week. As usual they picked the soonest available cut off date on their desk calendar when writing the report which is obviously totally unrealistic for the quantity of drawings they want to see. Please review the attachments and meeting notes and let me know what parts of the submittal that you would like me to coordinate.

Thank you!

Bill

From: Jamie Sullivan <Jamie.Sullivan@surpriseaz.gov>
Date: Wednesday, March 25, 2015 at 11:22 AM
To: Bill Cantieri <bill@piazza-az.com>

Cc: Hobart Wingard <Hobart.Wingard@surpriseaz.gov>, Deborah Perry <Deborah.Perry@surpriseaz.gov>
Subject: CR15-103 Dutch Bros Signage Concept Meeting Summary

Good Afternoon Bill,

Thank you for taking the time to meet with staff on March 19, 2015. Attached you will find the concept meeting summary, which includes the comments provided by staff, the sign in sheet, and all supplemental packets needed for submittal. Also included, is a checklist to assist in assembling your documents. Please provide a copy of this with the submittal.

Based on the proposal presented to city staff, the summary was built with the understanding a Conditional Use Permit will be submitted for review.

35

Please follow the "Development Review Application - Plan Requirements" plans to reduce the amount of redline comments.

When you are ready, the next step would be to submit the documents at the Development Center located on the first floor of City Hall.

There is quite a bit of information included which may be a little overwhelming. If you have any questions, please feel free to contact me directly.

Thank you,

Jamie Sullivan
Development Services Project Coordinator
16000 N Civic Center Plaza
Surprise, AZ 85374
623.222.3099
jamie.sullivan@surpriseaz.gov

Starting June 30, 2014 City Hall business hours will be 8:00-5:00, Monday - Friday

City Hall offices open at 8 a.m. and close at 5 p.m. Monday through Friday. More info at www.surpriseaz.gov.

This e-mail and any accompanying files transmitted are intended solely for the use of the individual or entity to whom they are addressed; if you have received this e-mail in error please delete it and notify the sender. In addition, under Arizona law, e-mail communications and e-mail addresses may be public records.

0.1

25 Mar 2015 17:14:46 -0000

2

36



Case No. CR15-103

☐ Development review application

☐ Master Sign Program Document - Ten (10) Copies

☐ Written narrative

☐ Legal description

☐ Site plan – 11” x 17”

☐ Architectural elevations

☐ Proposition 207 w/Legal Description – One (1) Copy

☐ CD in PDF format of plans required – One (1) Copy

☐ Application fees

Received By: _____ Date: _____

Community Development Department
16000 N Civic Center Plaza, Surprise, AZ 85374 623.222.3000 Fax 623.222.3001 TTY 623.222.1002

CD-08/2014





Concept Meeting Summary

Development Review Team

Concept Meeting Date: March 19, 2015

Case File: CR15-103

Request: Modifications to existing comprehensive sign plan

Site Location: 13855 W Bell Rd

Contact: Bill Cantieri 480.818.9736

Property Owner: Southwest AZ Properties, Inc.

Zoning Designation: Planned Area Development (PAD)

Project Coordinator: Jamie Sullivan 623.222.3099

Meeting Attendees: Scott Hudson - ACS
Bill Cantieri - Piazza
John Panfic – Southwest AZ Properties
See attached sign in sheet for city staff

38

CITY OF SURPRISE CONCE. REVIEW MEETING ATTENDEES

PROJECT NAME: DUTCH BROS SIGN



Date: 03/19/2015

Time: 09:30 AM

Project/concept review number: PRJ09-309 / CR15-103

Name	Company Name	Email Address	
Scott Hudson	ACS	shudson@arizonacountysuperioraz.com	
Bill Cantieri	PIAZZA	bill@piazza-az.com	
John Panfil	SOUTHWEST AZ PROPERTIES I.	jpanfil@SOUTHWESTAZ.COM	
Ethan Borrero	Building Safety	ethan.borrero@surpriseaz.gov	
Y/N	City Staff	Department/Division	Email Address
X	Jamie Sullivan	Development Services	jamie.sullivan@surpriseaz.gov
	Deb Perry	Development Services	deborah.perry@surpriseaz.gov
	Debbie White	Development Services	debbie.white@surpriseaz.gov
X	Bart Wingard	Planning	hobart.wingard@surpriseaz.gov
	Rob Kuhfuss	Planning	robert.kuhfuss@surpriseaz.gov
X	Sergio Angulo	Planning	sergio.angulo@surpriseaz.gov
	Brigham Bennett	Building Safety	brigham.bennett@surpriseaz.gov
	Jeff Rallo	Building Safety	jeff.rallo@surpriseaz.gov
	Marvin Rose	Fire Medical	marvin.rose@surpriseaz.gov
	Brenden Espie	Fire Medical	brenden.espie@surpriseaz.gov
	LariBeth Kirkendall	Real Property	laribeth.kirkendall@surpriseaz.gov
	Mike Ouellett	Real Property	mike.ouellett@surpriseaz.gov
	Sophie Cole	IT/GIS	sophie.cole@surpriseaz.gov
	Nuning Lemka	Public Works - Engineering Development	nuning.lemka@surpriseaz.gov
X	Dan Shaffer	Public Works - Engineering Development	daniel.shaffer@surpriseaz.gov
	Maolin Zheng	Public Works - Engineering Development	maolin.zheng@surpriseaz.gov
	Dana Owsiany	Public Works - Engineering Traffic	dana.owsiany@surpriseaz.gov
	Ron Dry	Public Works - Land Survey	ron.dry@surpriseaz.gov

CD 11/2015

A large, light gray, stylized number "39" is positioned in the bottom right corner of the page.

APPLICABLE STANDARDS

All development applications will include a **comprehensive** narrative which includes the following:

- x Description of request
- x Project location
- x Historical data
- x Operational aspect of use
- x Infrastructure
- x Phasing

CODES, STANDARDS AND GUIDELINES:

Surprise Municipal Code (SMC)
Engineering Development Standards
2012 International Fire Code and Surprise amendments
Surprise Fire Department Access and Guideline Book
National Fire Protection Association
AASHTO

REQUIRED PROCESSES:

Based on the information provided for the proposed project; the following application types are required to complete the proposal:

- x Type III Conditional Use Permit

When more than one application is submitted for a given development, and those applications are subject to approvals by different authoritative bodies, then all of the applications are subject to the highest level that applies to any of the applications; provided, however, that each development application will be only subject to the relevant criteria applicable to that particular development application.

APPLICABLE TIMELINES (See attached review process flowchart):

No later than five business days after receipt of a development application, the project coordinator will notify the applicant as to the completeness of the submittal by issuing a Notice of Application status. An application will not be deemed fully complete until all information necessary to evaluate the proposed activity, its impacts, and its compliance with the provisions of the Surprise Municipal Code, and other applicable codes and statutes, has been provided to the satisfaction of the review authority.

Within twenty-five business days after the date an application is accepted as fully complete, the review authority will issue a Notice of Decision.

A specific timeline for this project has been generated based on the next available Planning and Zoning Commission meeting date.



37 **SUMMARY OF SUBMITTAL REQUIREMENTS:**

38 Provide ten hard copies and one digital copy in .pdf format of all items listed for review,
39 unless otherwise specified. The following must be submitted and include the
40 requirements listed on the provided plan requirements in order to be considered fully
41 complete.

- 42 x Master Sign Program Document – See planning comments below
- 43 x Site Plan
- 44 x Elevations in color
- 45 x Proposition 207 to include legal description (one copy)
- 46 x CD in PDF format of all documents listed above (one copy)

47 Unless otherwise stated above, the number of copies needed coincides with the number
48 of copies required in the underlying development review application packet.

49 Please note that the applications and information required on this page must be
50 presented in order to be considered counter complete and the information/documentation
51 will be submitted as a consolidated package.

52 The following includes specific comments, requirements, or information necessary for
53 the proposed project to move forward to the formal final submittal, based on the
54 information or presentation by the applicant at the concept meeting.

55 **PLANNING**

Hobart Wingard 623.222.3156

56 The Master Sign Document is to include the following in a bound document:

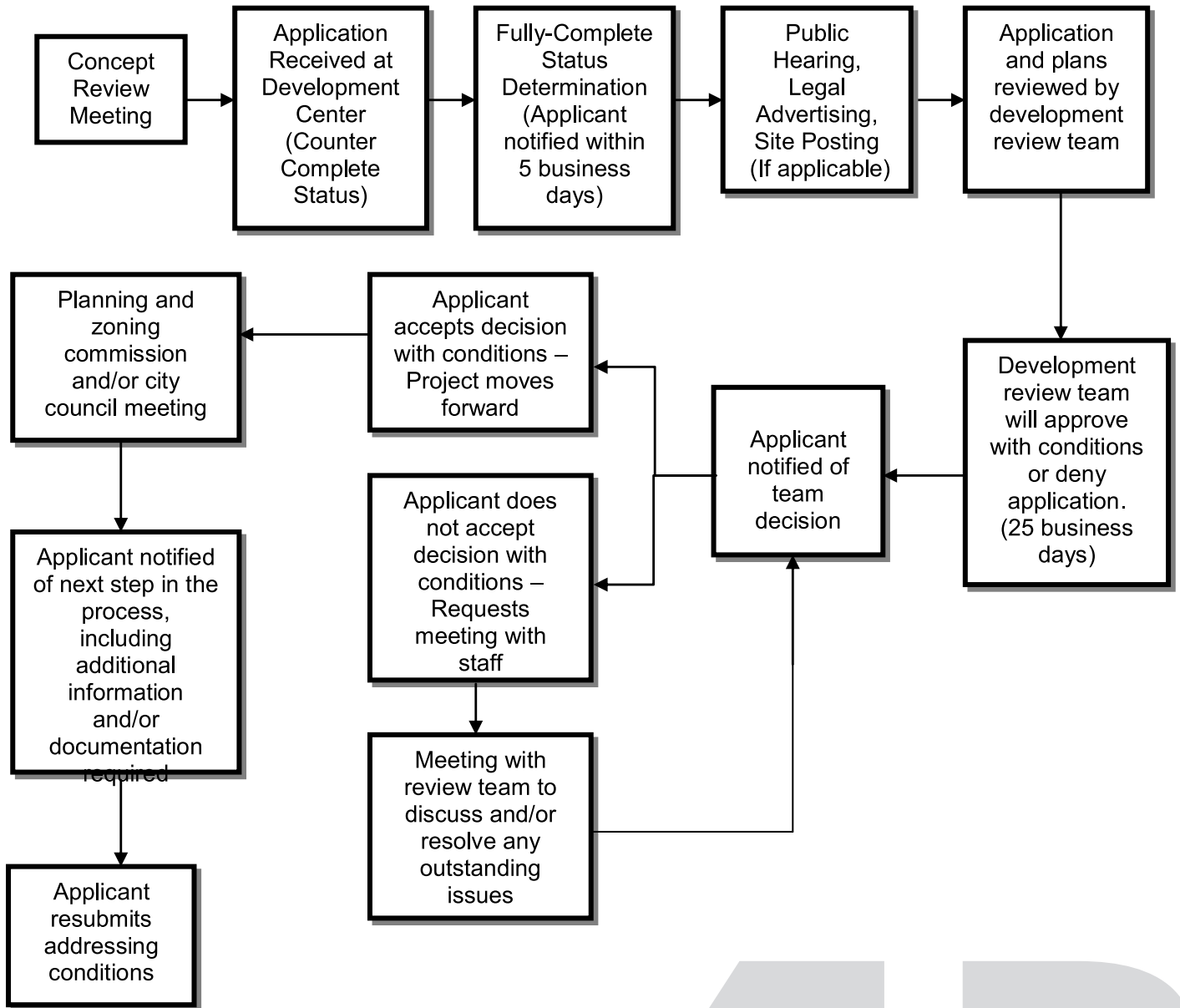
- 57 x Narrative – Describe the description of the request including the area, adjacent
58 signs, materials, and any other information that would assist describing the
59 request and any restrictions.
- 60 x Legal description. Include a graphical and descriptive legal description in the
61 document. The Concept Review narrative only included a single apn. This is to
62 show the extents of the project.
- 63 x Site Plan – Provide a site plan showing where each sign is located. The signs are
64 to be identified to easily correspond to the particular elevation on of the sign.
65 Provide setbacks and measurements to other structures.
- 66 x Elevations – Provide elevations of each side of the signs. If the opposite side is
67 the same, label as such. The elevations are to be in color and have a
68 corresponding color manufacturer and number for each color. Dimensions will
69 have to be included. There is no need to include the price with each sign.
- 70 x Provide building identification as per Sections 113-6 and 113-129(c)(d).
- 71 x Since this sign package only addresses monument and directional signage, the
72 document will state that all wall signage will conform to the Surprise Municipal
73 Code in place at the time of construction.
- 74 x All lettering on the sheets is to be legible.

75 The Conditional Use Permit requires that the applicant hold a Citizen Review Meeting
76 as per Section 122 -157 of the Surprise Municipal Code. This will require signage
77 advertising, and notices to all property owners within 300 feet of the Conditional Use
78 Permit limits.

- 79 **PUBLIC WORKS – ENGINEERING DEVELOPMENT** **Dan Shaffer 623.222.7039**
- 80 Provide sight visibility lines per City of Surprise Detail 4-01. The Engineering
- 81 Development Standards can be found at www.surpriseaz.gov, City Departments, Public
- 82 Works, Engineering Development Services, where you will find a link to the 2012
- 83 Engineering Development Standards.
- 84 **PUBLIC WORKS - SURVEY** **Ron Dry 623.222.6154**
- 85 A waiver of claims that may arise under Proposition 207 (A.R.S. §12 -1134 *et seq*), with
- 86 attached legal description of the subject property.
- 87 **SURPRISE FIRE AND MEDICAL** **Marvin Rose 623.222.5125**
- 88 No additional documentation or information required at this time.
- 89 **GIS** **Sophie Cole 623.222.7533**
- 90 No additional documentation or information required at this time.
- 91 **REAL PROPERTY** **Mike Ouellett 623.222.3026**
- 92 No additional documentation or information required at this time.
- 93 **BUILDING SAFETY** **Brigham Bennett 623.222.3056**
- 94 No additional documentation or information required at this time.
- 95 **DEVELOPMENT SERVICES / FEES:**
- 96 **The following fees will be provided with the development application(s):**
- | | |
|---|----------------|
| 97 Site plan | \$975.00/sheet |
| 98 Public meeting notice/advertising | \$370.44 |
| 99 Property owner mailing notifications | \$34.00 |
| 100 Administrative processing fee | \$140.00 |
- 101 **TENTATIVE TIMELINE:**
- 102 x 03/30/15 – Last day for applicant to submit all required documents
- 103 x 05/11/15 – Review deadline for staff
- 104 x 06/03/15 – Last day to hold Citizen Review Meeting/Neighborhood Outreach
- 105 (City will be informed at least twenty calendar days prior to the date in order to
- 106 accommodate the legal advertising deadline.
- 107 x 06/04/15 – Packets for Planning and Zoning Commission delivered to
- 108 Development Services
- 109 x 06/18/15 – Planning and Zoning Commission Meeting
- 110 **Disclaimer:** In the event there are new requested changes by the property owner /
- 111 applicant from what was initially disclosed by the property owner / applicant following the
- 112 receipt of the “Concept Meeting Summary,” the comments and requirements above may
- 113 be null and void as determined by the City of Surprise in its sole discretion.



City of Surprise Development Review Process



Tanya Lane

From: "Daniel Shaffer" <Daniel.Shaffer@surpriseaz.gov>
Date: Wednesday, May 06, 2015 11:02 AM
To: "Tanya Lane" <tgangelhoff@arizonacommercialsigns.com>
Subject: RE: PRJ09-309 & CR15-103 Dutch Bros Coffee Master Sign Plan

Tanya,

The City Detail 4-01 is the correct detail for a drive onto an arterial, such as Bell. In reviewing the submitted documents again, the sign as shown is on the east side of the drive and therefore not an issue with right out traffic onto Bell Rd. I apologize for any inconvenience due this comment.

Dan Shaffer
Infrastructure Analyst
City of Surprise
Public Works Department
623-222-7039
daniel.shaffer@surpriseaz.gov

From: Tanya Lane [mailto:tgangelhoff@arizonacommercialsigns.com]
Sent: Tuesday, May 05, 2015 9:28 AM
To: Daniel Shaffer
Subject: PRJ09-309 & CR15-103 Dutch Bros Coffee Master Sign Plan

Dan,

Good Morning Dan,

Please see attached "Sight Distance Requirements for Arterial & Collector Streets" Detail No: 4-01

Can you confirm if we are using the correct Site visibility triangle (attached) for this site since it has a "RIGHT TURN ONLY"

My boss, Scott Hudson, asked me to email you and see if there is a Site Visibility Table for "Right Turn Only" or should we use the attached?

I know this was discussed briefly in the meeting but we wanted to confirm which site visibility triangle to use prior to any submittal.

Thank you kindly for your time.

Thank you,

Tanya Lane
Arizona Commercial Signs
480-921-9900
602-437-8073 Fax



VICINITY MAP



VICINITY MAP

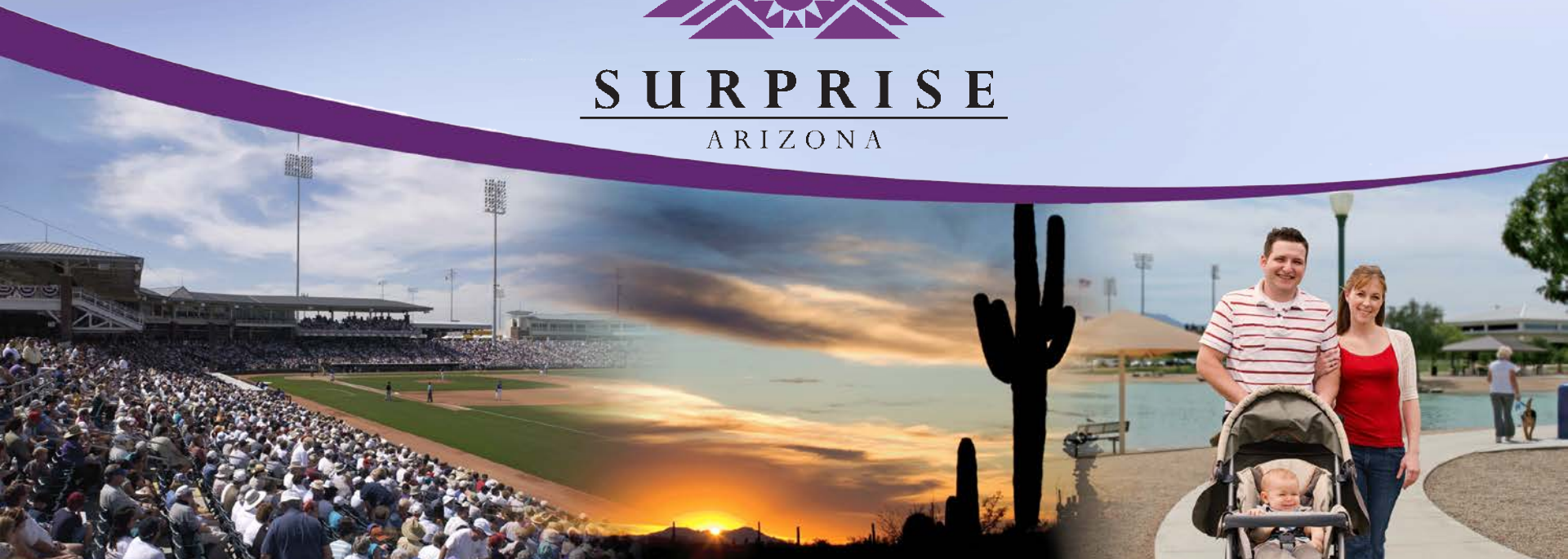


Shops at Surprise Comprehensive Sign Program Planning and Zoning Commission

May 19, 2016



SURPRISE
ARIZONA

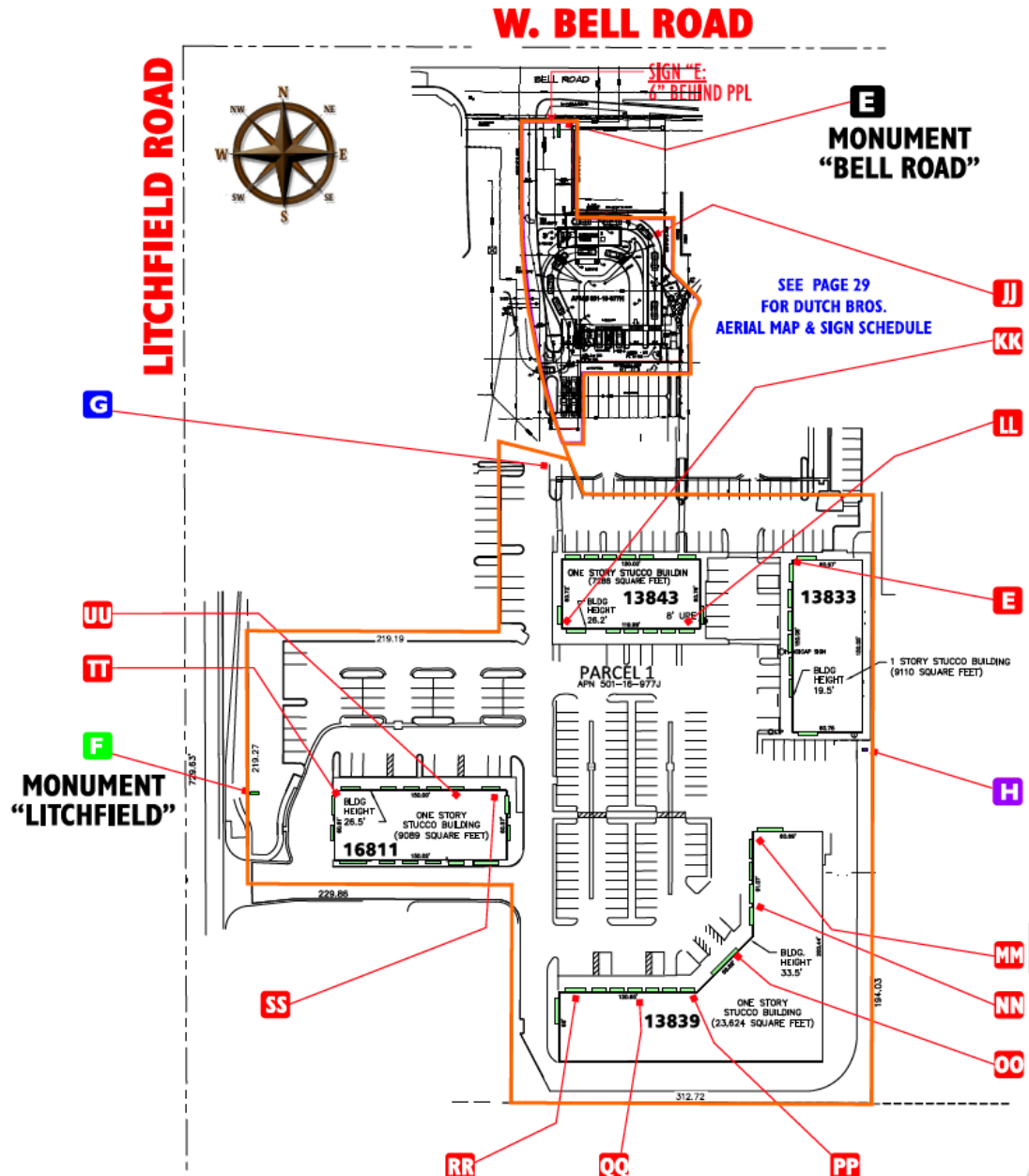


VICINITY MAP



VICINITY MAP





SITE PLAN

S SITE MAP: SIGN BAND AND SIGNAGE LOCATION

SCALE: NO TO SCALE

MASTER SIGN PLAN BOUNDARY

SIGN SCHEDULE: GROUNDS SIGNS

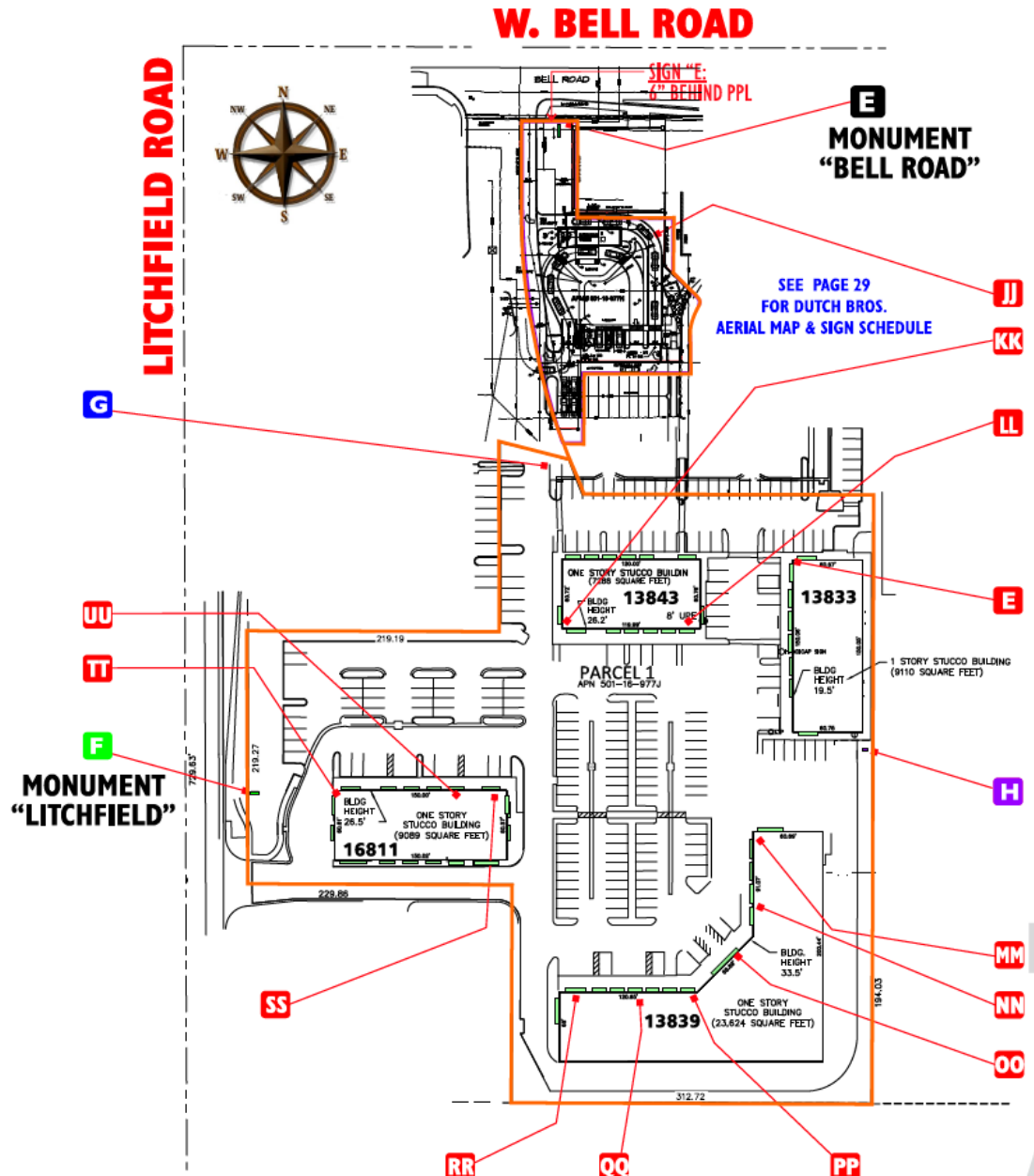
SIGN	DESCRIPTION	SIZE	PAGE	EXHIBIT #
E	MONUMENT - BELL RD	12'-6" X 13'-5"	10	1 OF 3
F	MONUMENT - LITCHFIELD	7'-10" X 6'-0"	11	2 OF 3
G	TENANT DIRECTORY "EAST"	5'-1" X 3'-6 1/4"	12	3 OF 3
H	TENANT DIRECTORY "WEST"	5'-1" X 3'-6 1/4"	12	3 OF 3

WALL SIGNS -EXISTING TENANT SIGNAGE

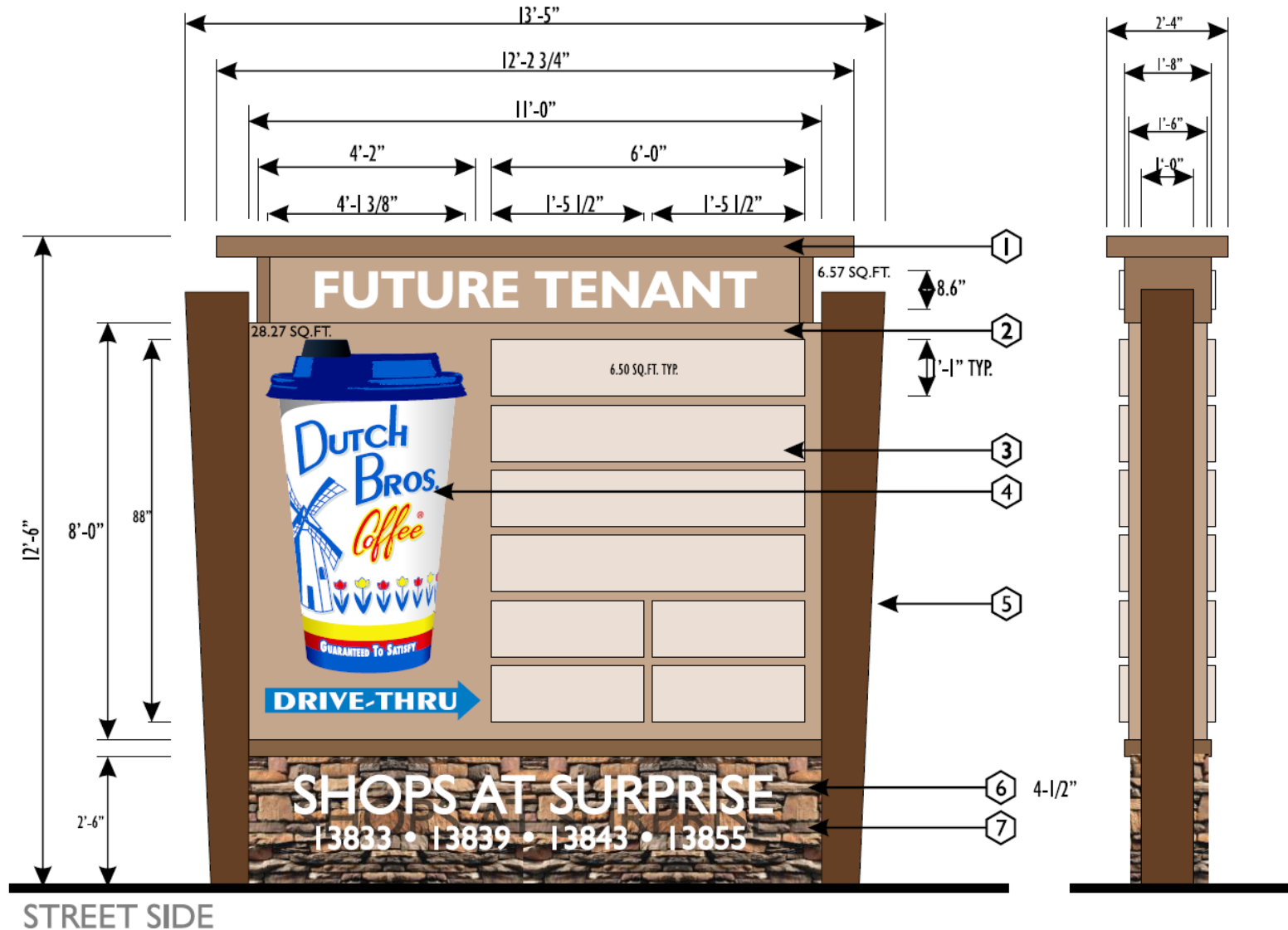
SIGN	PAD	PAGE	EXHIBIT #
KK	13843 W BELL "MATTRESS FIRM" (existing)	18,19	6,7 OF 14
LL	13843 W BELL "SMOKE SHOP" (existing)	18,19	6,7 OF 14
MM	13839 W BELL "HEALTHY HABITS MASSAGE" (existing)	17,18	4,5 OF 14
NN	13839 W BELL "SALON" (existing)	17,18	4,5 OF 14
OO	13839 W BELL "PARTY PLANET" (existing)	17,18	4,5 OF 14
PP	13839 W BELL "SCUBA" (existing)	18	5 OF 14
QQ	13839 W BELL "VAPOR SHOP" (existing)	18	5 OF 14
RR	13839 W BELL "KNOCKOUT FITNESS" (existing)	18	5 OF 14
SS	16811 LITCHFIELD "SUBWAY" (existing)	14,15	1,2 OF 14
TT	16811 LITCHFIELD "IRISH WOLFHOUD" (existing)	14,15	1,2 OF 14
UU	16811 LITCHFIELD "IDEAL PHYSICAL THERAPY" (existing)	15	2 OF 14

DUTCH BROS - EXISTING WALL SIGNS (TENANT SIGNAGE)

SIGN	PAD	PAGE	EXHIBIT #
JJ	13855 W BELL "DUTCH BROS" (existing)	20-25	9-14 OF 14

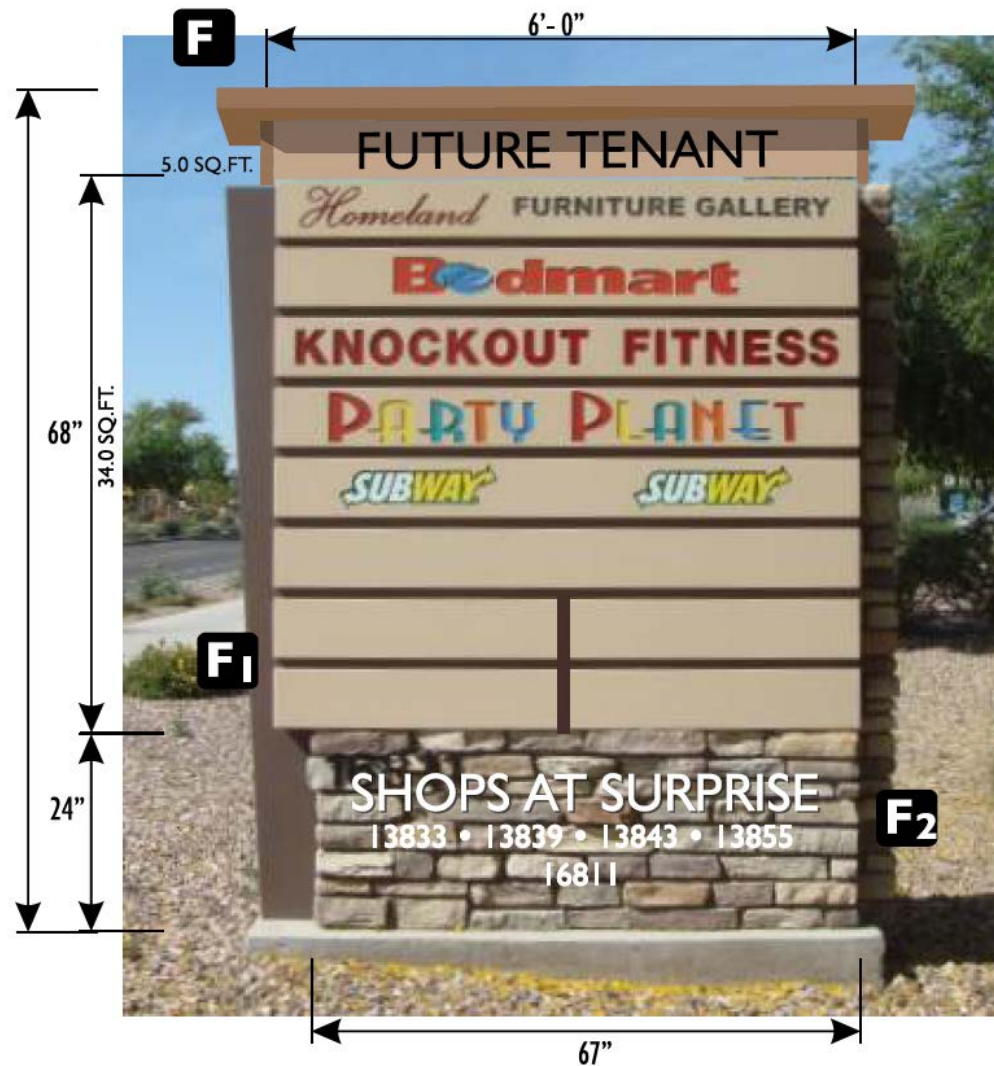


MONUMENT SIGNS



Bell Road

MONUMENT SIGNS



Litchfield Road

WALL SIGN TYPICAL ELEVATIONS



J

**SOUTH / WEST SHOPS - I3843 W. BELL ROAD
SIGNBAND SIGNAGE**

Approximate Scale: 1/16" = 1' - 0"

**End Cap
"C"**

1 (one) line @ 34"
2 (two) lines @ 44"
Not to Exceed 80% of Leased Frontage Width
1-1/2 to 1

"A"

Multiple Single Tenants Option: 1 (one) line @ 24" • 2 (two) lines @ 34"
Not to Exceed 80% of Leased Frontage Width • 1-1/2 to 1

One Tenant Option: 1 (one) line @ 60" (Black dash lined area)
Not to Exceed 80% of Leased Frontage Width • 1-1/2 to 1

"D"



SOUTH I3843

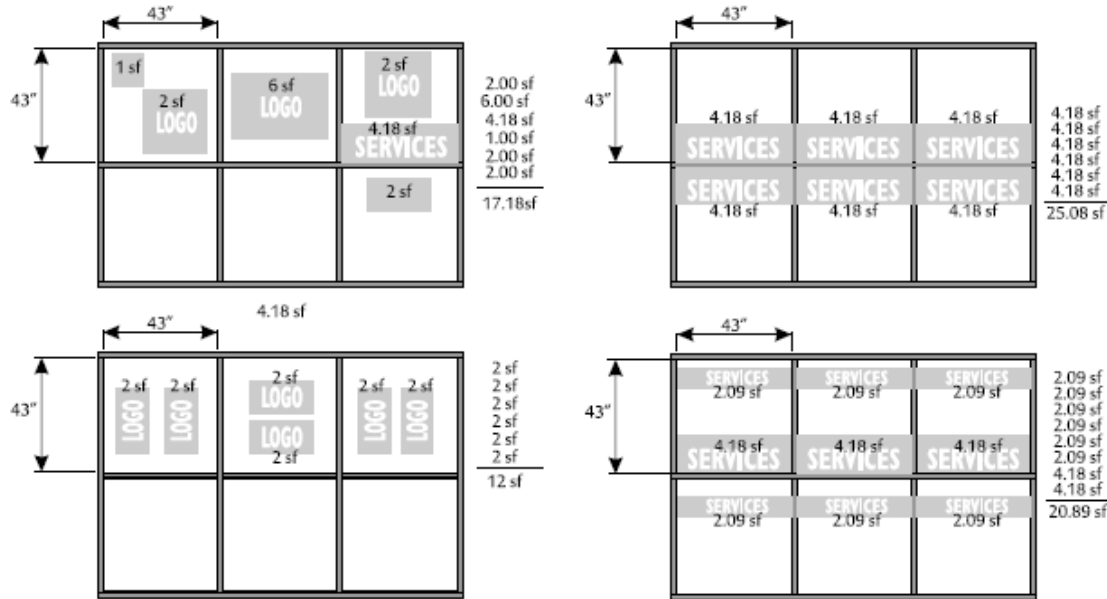
WEST I3843

**End Cap
"C"**

1 (one) line @ 34"
2 (two) lines @ 44"
Not to Exceed 80% of Leased Frontage Width
1 to 1



WINDOW SIGNAGE



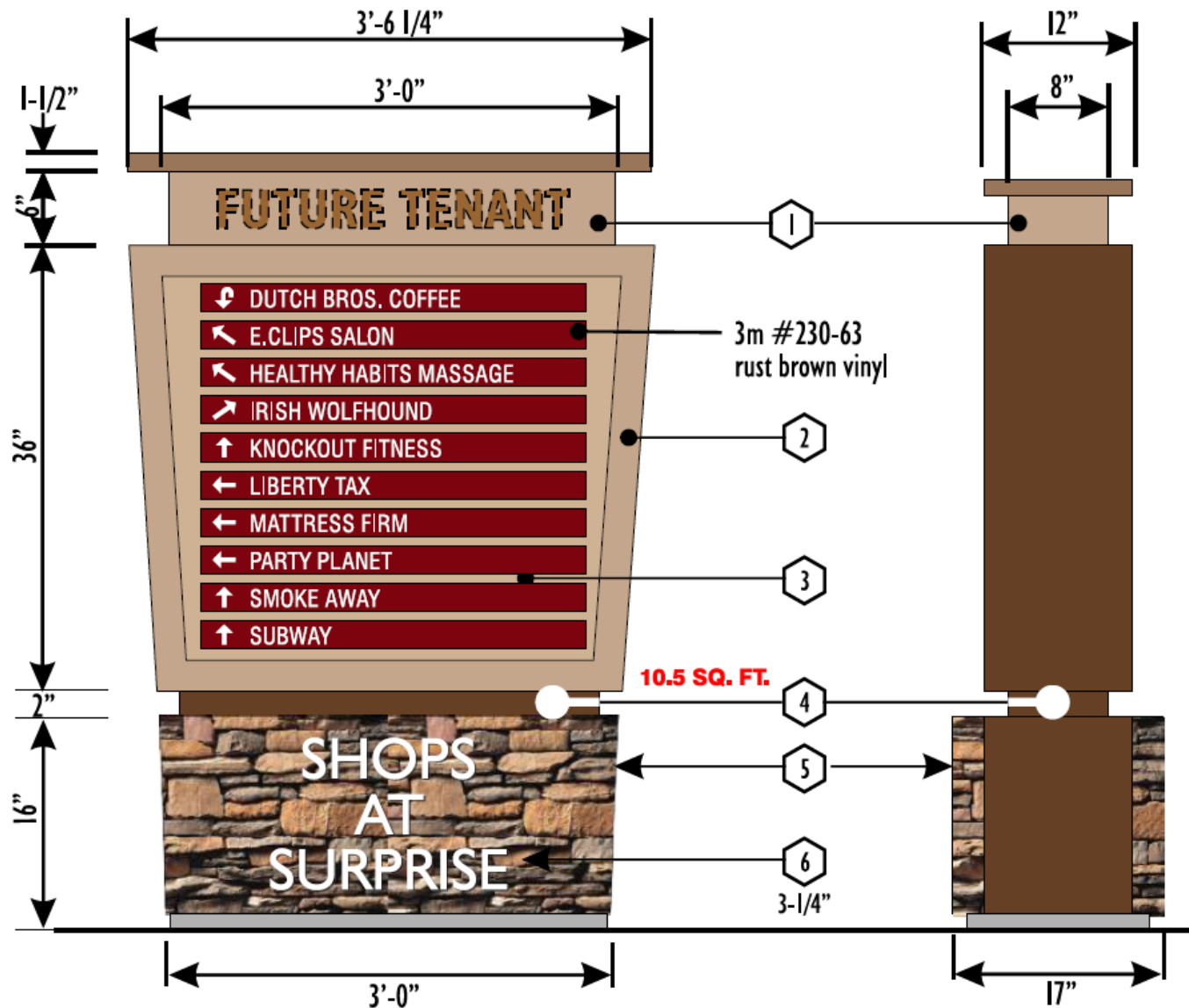
VINYL WINDOW SIGNAGE

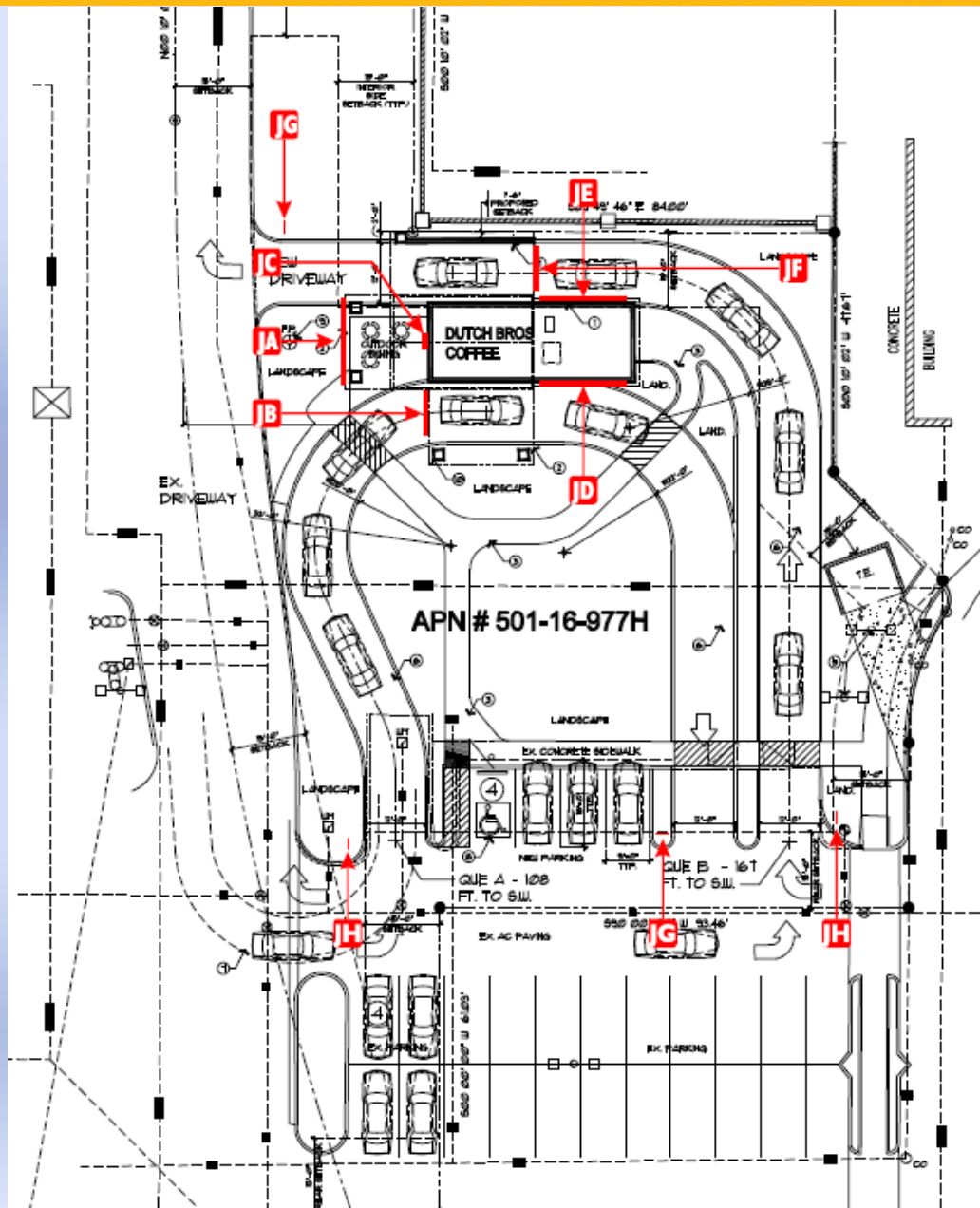
SCALE: 3/16" = 1'-0"

Window Glass - No more than 50% of individual panes and not more than 33% aggregate of total window area maybe used for Business Name, Logos and/or Services.

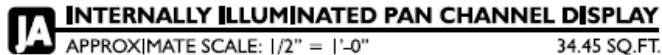


DIRECTIONAL SIGNAGE



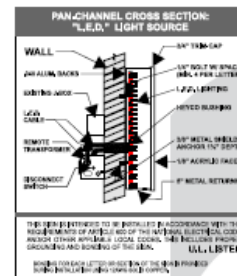


Various Scales



JB INTERNALLY ILLUMINATED PAN CHANNEL DISPLAY
APPROXIMATE SCALE: 3/8" = 1'-0" 11.53 SQ.FT.

A diagram of a windmill. The height is labeled as 4'-0" and the width is labeled as 2'-8.4".



INTERNALLY ILLUMINATED
PAN CHANNEL DISPLAY | 0.80 SQ.FT.
APPROXIMATE SCALE: 3/8" = 1'-0"

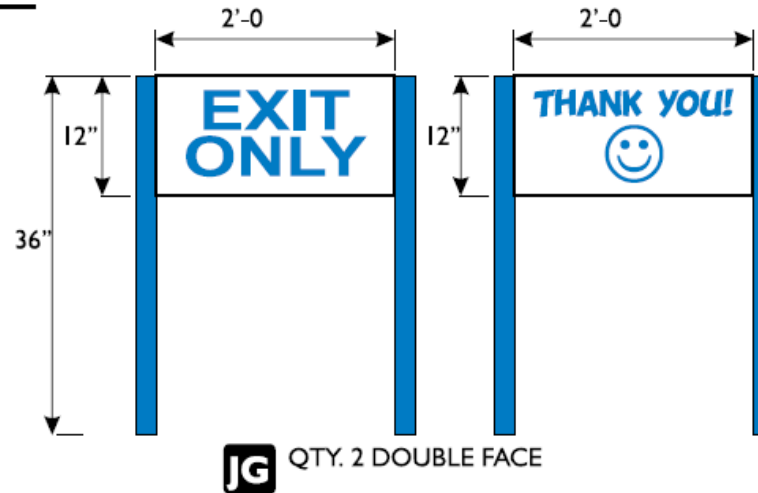
MANUFACTURE AND INSTALL
(1) ILLUMINATED WINDMILL LOGO
5" .040 RETURNS ARE CHEVRON BLUE
3/4" TRIM CAP IS BLUE
1/8" WHITE ACRYLIC FACES
3630-127 "INTENSE BLUE" VINYL OVERLAY.
ILLUMINATE WITH 15MM 6500 WHITE NEON,
REMOTE TRANSFORMERS.

DUTCH BROS COFFEE



DUTCH BROS - DIRECTIONAL SIGNAGE

Approximate Scale: 3/4" = 1'-0"



MANUFACTURE AND INSTALL:

12" X 24" .090 ALUM.

DIRECTIONAL
SIGNS WITH PAINTED
2" X 2" SQUARE ALUM. POSTS

FACES: TO BE PAINTED WHITE,

COPY: "INTENSE BLUE" 7725-47

ARROWS: "GERANIUM" 7725-63

POSTS:

PAINTED TO MATCH
PMS# 300

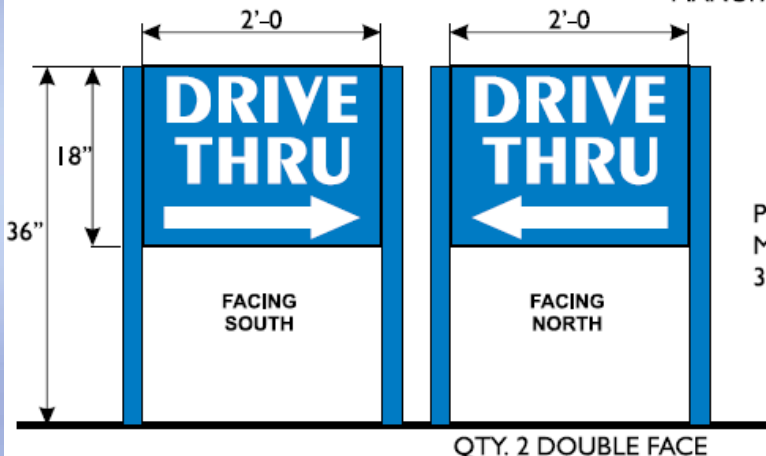


NON ILLUMINATED DIRECTIONAL SIGNS

APPROXIMATE SCALE: 3/4" = 1'-0"

2.0 SQ.FT.

MANUFACTURE AND INSTALL NON ILLUMINATED DIRECTIONAL SIGNS.



POST & PANEL PAINTED SEMI-GLOSS TO
MATCH PMS #300C.

3M WHITE REFLECTIVE VINYL GRAPHICS.



NON-ILLUMINATED DIRECTIONAL SIGNS

APPROXIMATE SCALE: 3/4" = 1'-0"

3.0 SQ.FT.

MANUFACTURE AND INSTALL NON-ILLUMINATED
DIRECTIONAL SIGNS.

Questions or Comments?





CITY OF SURPRISE
Planning and Zoning Commission

May 19, 2016 @ 6:00:00 PM

Back Print

Board Meeting Date:	May 19, 2016	Contact Person:	Hobart Wingard - Community Development
Submitting Department:	CD Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
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Agenda Wording:

Consideration and action of a proposed amendment to the Surprise Municipal Code Chapter 122, Article 11, Sections 122-115, 122-116, 122-117, 122-118, and 122-119, and adding some new sections to Division 11, "Land Divisions."

Motion:

I move to recommend approval to the City Council of a zoning text amendment for land divisions.

Background:

Current code regarding land division has little flexibility. The proposed ordinance changes will add options for minor land divisions, parcel assemblages, lot line adjustments, maps of dedication, as well as the standard land division process.

Financial Impact Statement:

All activity related to ongoing development of the City of Surprise has an economic and fiscal impact on the city and the region.

ATTACHMENTS:

Click to download

- ☐ [00 - FS15-490 - ZTA Land Division - Staff Report](#)
- ☐ [01 - FS15-490 - ZTA Land Division - Division 11 Current Language](#)
- ☐ [02 - FS15-490 - ZTA Land Division - Propoosed Clean Edits Draft](#)
- ☐ [03 - FS15-490 - ZTA Land Division - Propoosed Legislative Edits Draft](#)
- ☐ [04 - FS15-490 - ZTA Land Division - Public Engagement Form](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Hobart Wingard, Planner II

Eric Fitzer, Director

Case: FS15-490

Project Name: Text Amendment to Chapter 122, Article 11 of the Surprise Municipal Code relating to Land Divisions

Council District: Citywide

Meeting Date: May 19, 2016

Planner: Hobart Wingard, 623-222-3156, Hobart.wingard@surpriseaz.gov

Application Summary:

The subject application involves proposed revisions to Chapter 122 of the Surprise Municipal Code (SMC) as it pertains to land divisions. Staff's intent is to modify the language to update issues surrounding these uses and insure that applicants are not provided a process that is a "one size fits all," but rather options that fits the scale of the project whether it be a single landowner or a larger land developer.

Background:

Since it was incorporated, the City of Surprise has always enforced regulations that allow for differing types of land divisions that have served residents and developers alike while adhering to Arizona Law. In 2009 with the introduction of the SMC, part of the change was to simplify the process by narrowing down the options to a single choice. Time has shown that this simplification provided additional burden to smaller projects that have to meet the same regulations of larger development. This process also took from the Mayor and Council on small lot line adjustments and lot splits that should be reviewed and approved on an administrative level allowing the Governing Bodies time to focus on more important items that affect the City as a whole.

Proposal:

The proposed ordinance will reflect the more common approach to land division. Utilizing Arizona State Law as a base, the following processes will be provided as options, if fitting:

Process	Description	Determining Entity
Map of Dedication	Dedication of property for public use such as streets and parks.	City Council
Minor Land Division	- Three (3) or less lots - No public dedication	Senior Staff
Lot Line Adjustment	- Revisions to property lines between lots - No dividing of property	Senior Staff
Parcel Assemblage	- Combine three (3) or less lots - No dividing of property	Senior Staff
Final Plat	- Four (4) to ten (10) lots - No Preliminary Plat required	City Council
Standard Final and Preliminary Plat	- Current Process - Larger development with more associated engineering and planning requirements	Planning and Zoning Commission and City Council

Staff took this opportunity to coordinate the SMC with the Engineering Development Standards as there were some inconsistencies. Certain items that are subject to regular update were left to the guidelines while regulations regarding the responsibilities of the developer were kept in code for consistency and enhanced enforcement. Consistency was also the goal when updating financial assurances and design.

Citizen Review:

Staff held a Citizen Review meeting on April 13, 2016, which was sparsely attended. The matter is also scheduled for City Council discussion and action on June 7, 2016. Should the Council approve this Text Amendment on that date, the revisions would go into effect on July 7, 2016.

Attached:

- 01 Division 11 Current Language (23 pages)
- 02 Proposed Clean Edits Draft (18 pages)
- 03 Proposed Legislative Edits Draft (35 pages)
- 04 Public Engagement Form (1 page)

FS15-490
Zoning Text Amendment
Land Divisions
Original Language

05/19/2016

Sec. 122-115. - Subdivision—General.

The subdivision process ensures that a project is on a legally subdivided lot that has proper space for certain kinds of development and the required utility easements and roadways. Specific subdivision considerations include the shape of a site, lot and/or tract size, circulation, street layout, drainage and grading, and floodplain concerns.

Additionally, subdivision projects are reviewed to address any environmental concerns that may arise. These include water quality, tree, vegetation and habitat maintenance, and the protection of critical environmental features. Utilities are also planned for in the subdivision process. These considerations include the extension of transmission lines, distribution of water and wastewater lines, or on-site service.

- (a) Overview. The subdivision regulations, shall apply to a proposed division of improved or unimproved land or lands divided for the purpose of financing, sale or lease, whether immediately or in the future, into two or more lots, tracts or parcels of land, or any such property, the boundaries of which have been fixed by a recorded plat, which is divided into more than two parts.

Subdivision also includes any condominium, cooperative, community apartment, townhouse or similar project containing two or more parcels, in which an undivided interest in the land is coupled with the right of exclusive occupancy of any unit located thereon, but plats of such projects need not show the buildings or the manner in which the buildings or airspace above the property shown on the plat are to be divided. All properties in the City of Surprise may not be split or "subdivided" by recording a meets and bounds description or any other means other than through a final plat subdivision approved by the Surprise City Council.

- (b) Exceptions.

- (1) The sale or exchange of parcels of land between adjoining property owners if such sale does not create additional lots.
- (2) The leasing of apartments, offices, stores or similar space within a building or trailer park, nor to mineral, oil or gas leases.
- (3) Any division of land that creates cemetery lots or columbarium units.

(Ord. No. 09-12, § 2(Exh. A), 5-14-09)

Ordinance No. 2016-__

RFLS #4997

__ / __ - _____

Sec. 122-116. - Preliminary plat.

The preliminary plat stage of land subdivision involves detailed subdivision planning, including the submittal, review, and approval of the preliminary plat. The applicant shall provide the community development department with all information essential to determine the character and general acceptability of the proposed development.

(a) Approval criteria.

- (1) At the commission meeting shall recommend that the preliminary plat be approved, disapproved, or approved with conditions. Additionally, the commission may table, postpone, or take other lawful action with respect to the preliminary plat. Within ten days after adopting a recommendation, the commission shall notify the applicant of its recommendation and forward the recommendation to the city council.
- (2) After receiving the commission's recommendation, the city council shall schedule a public hearing and action on the matter within the next two regularly scheduled council meetings, at which the matter may reasonably be heard. At least seven days prior to the date of the public hearing, the city manager or designee shall give notice thereof to the applicant and to all persons who were entitled to receive notice of the planning and zoning commission's consideration of the preliminary plat. After the public hearing, the city council may take final action with respect to the preliminary plat. The council's action may include approval, disapproval, approval with conditions, tabling, postponement, or any other lawful action. The council may consider, but shall not be bound by, the planning and zoning commission's recommendation.
- (3) Approval of the preliminary plat by the city council shall be effective for one year from the date of approval. The applicant may apply in writing for up to a six-month extension and the city manager or designee may, for good cause shown, grant up to a six-month extension. Any land area for which a preliminary plat has been approved and for which a final plat has not been submitted within 12 months (18 months if the extension is approved by the city manager or designee) from the date of the approval of the preliminary plat, shall not be allowed to proceed with final platting until a new preliminary plat is submitted and approved.

(Ord. No. 09-12, § 2(Exh. A), 5-14-09)

Sec. 122-117. - Final plat.

A final plat is a subdivision or drawing intended for recordation in the plat records of the county in which the subdivision is located.

(a) Approval criteria.

- (1) Preliminary plat conformance. The final plat shall conform to the approved preliminary plat and/or site plan/conditional use permit.
- (2) Development standards. No final plat that creates a substandard or nonconforming lot or structure shall be approved except by city council action.
- (3) Engineering and construction. The final plat shall not be recorded nor shall any permanent improvement work commence until the city engineer has approved all engineering and improvement plans for the recorded improvements in accordance with the engineering development standards.
- (4) Development guarantee and administration.
 - a. Prior to approval of final plat. Prior to the approval of any final plat by the city council, the subdivider shall either:
 1. Guarantee the installation of the necessary public facilities by complying with the provisions herein regarding financial guarantees of improvements; or
 2. Execute a standard contract on forms provided by the city and request that the city council proceed according to the provisions herein regarding delaying the recording of the final plat until improvements are installed and approved. The time specified for the completion of the required improvements shall not exceed 12 months from the date the final plat was approved by the city council. Requests for extensions may be approved by the city council.
 - b. Release of development guarantee. As improvements are completed, inspected and approved by the city engineer, the subdivider may apply to the city for a release of any collateral deposited with the city.
 - c. Design by professional engineer. All public improvements must be designed by a professional engineer, licensed to do such work in the state.
 - d. On-site representative. The developer shall designate, in writing, the name of the agent who shall be available at all times during its progress and who shall not be replaced without a written notice to the city engineer. The agent will be the developer's representative at the site and shall have the authority to act on the developer's behalf.

(b) Supporting material required for final plat/final plat amendment review.

- (1) Drainage collection and retention plan and report. A drainage plan and report for the site in question and all pertinent off-site areas shall be prepared by a licensed engineer. The report shall examine 100-year storm flows (Q 100's), the 100-year high-water mark of any river, creek, arroyo, gully, diversion ditch, spillway, reservoir, etc., that may in any way affect the project area, along with the depth of flow for 100-year runoff, and designs to ensure compliance with the Drainage Design Manuals for Maricopa County.

Intensities for retention calculations shall be for this area's two-hour 100-year storm based upon the Drainage Design Manuals for Maricopa County or a minimum of 2.8 inches, whichever is greater. A certificate shall be provided, signed, and sealed by a registered professional engineer that all drainage facilities, utilizing gutters and streets, are designed and sized to handle 100 percent of the Q 100 runoff.

- (2) Stormwater collection. Every effort shall be made to utilize the natural slope of the land for the stormwater collection system. Subsurface drainage systems shall be discouraged, but where necessary shall be a minimum of 15 inches in diameter. Wherever possible, runoff shall be collected in depressed open areas throughout the proposed land development project. The plan shall include but not be limited to the following:
 - a. Method of collection (surface and/or subsurface);
 - b. Depth, side slopes and area of retention;
 - c. Calculations of volume held and required;
 - d. High water elevation;
 - e. Method of disposal of water within 36 hours;
 - f. Any other data to form a complete plan.
- (3) [Point of drainage.] The point or points in which natural drainage flows from a property prior to development shall remain the same after the property has been altered for the development.
- (4) Soils report. A soils report for the site in question and pertinent off-site areas shall be prepared by a licensed engineer. The report shall indicate the type and location of soils, using the unified soil classification system, shall contain drill logs and swell consolidation curves, and shall contain a discussion of any present or potential hazards associated with soils on the site along with measures which could be taken to mitigate such hazards. In addition, the soils report shall contain recommendations on subsurface area drains and peripheral drains, foundation design, erosion control measures and surface drainage.
- (5) Grading, drainage and development plan. A grading, drainage and development plan shall be prepared at a scale of one inch equals 100 feet or larger, showing proposed rights-of-way, easements, walkways, parks, common areas, roadways, waterlines and reservoirs, sewer lines, manholes and treatment facilities, curbs and gutters, culverts, drains, stormwater detention and retention basins, swales, ditches and other drainage devices, spot top of curb elevations, high and low street points, drainage arrows, street plans, all drainage areas and acreages, all 100-year storm flows (Q 100's) adjacent to and/or flowing onto the development and on-site at each surface flow junction, stormwater pickup and takeoff points designed to handle 100-

- year flow on the surface, cross sections and high-water elevations for all 100-year flows. Spot elevations shall be given for all inverts, low points and flowing entry and exit points. For residential subdivisions, all minimum building setbacks shall be shown. No 100-year flow line shall encroach upon any minimum setback line.
- (6) Construction plans and details. Construction plans and details must be prepared by a registered professional engineer in the state and shall provide for all improvements indicated on the grading, drainage and development plan, including right-of-way and easement cross sections showing construction and placement of streets, walks, curbs, gutters, medians, lighting standards, swales, ditches, utilities, planting strips and property lines; details of hydrants, valves, manholes, pipe junctions, pumps, thrust-blocking, catchbasins, etc.; street profiles showing natural and finish grades, centerline and both curbs, with a recommended minimum vertical scale of one inch equals 50 feet; sanitary sewer line and manhole profiles with natural and finish grades, showing area under drains, if applicable, and the location of gravity outfall lines; storm drainage system profiles showing natural and finish grade; erosion control and revegetation details and other details as necessary to adequately convey the design intent. Quantity takeoffs shall also be provided.
- (7) Deeds. When required by the city, assurance that a warranty deed or other acceptable instrument conveying to the city or other appropriate public agency any public lands other than streets, alleys or easements shown on the final plat and title insurance if required by the city on the subject parcel shall be presented to the city upon approval of the final plat. The method of assurance will be approval by the city attorney.
- (8) Title opinion. Evidence satisfactory to the city must be submitted showing all taxes and assessments due on the property to be subdivided to be paid in full, showing title or control of the property to be subdivided, and showing the property to be subdivided as free and clear of any liens. An attorney's title opinion or ownership and encumbrance report from a land title company shall be considered satisfactory evidence.
- (9) Floodplain. If a subdivision lies within a 100-year floodplain, the following statement shall appear on the face of the final plat and all contracts and agreements relating to the subdivision: "This subdivision is (or the following lots are) located in the 100-year floodplain as defined by the United States Department of Housing and Urban Development."
- (10) Financial guarantee. A contractor's performance bond or other financial guarantee acceptable to the city to guarantee the complete and timely development of any facilities or improvements which are the subdivider's responsibility shall be submitted as described herein.

- (11) Petition for streetlight improvement district. A petition to initiate the formation of a streetlight improvement district (SLID) for the operation costs associated with the streetlights contained within the plat along all collector or local streets regardless of zoning shall be completed per the current SLID application and SLID policy requirements, unless approved otherwise by the city engineer. Parkway and arterial roadway cross sections as depicted in the transportation plan will not be part of a SLID. The subdivider is responsible for executing a petition form, signed by the property owner, for the formation of the district. Included as exhibits to the petition shall be a legal description of the plat boundaries extending to the centerline of all perimeter streets for use in district identification, a map of the district, a description of the streetlight facilities, the electricity rates established by the utility provider and all other material as specified in the SLID application. At the discretion of the city Engineer, an association may be formed, in lieu of a streetlight improvement district, for the streetlight operation and maintenance costs.
- (12) Staff review. Upon submittal of all required supporting materials and the final plat, the city manager or designee shall review them for completeness to determine whether a complete final plat submittal has been made and shall refer the material to appropriate agencies for review and comment. Upon being notified of the comments and any necessary approvals of reviewing agencies and determining that the final plat is in substantial compliance with the approved preliminary plat, the city manager or designee shall forward the final plat, comments and approvals of reviewing agencies, and the pertinent supporting materials to the council. Incomplete final plats, or final plats for which necessary approvals have not been secured, shall not be forwarded to council for action.
- (13) City council action. The city council shall either approve the final plat or disapprove the final plat and notify the subdivider of the conditions to be met to gain approval. If a disapproved final plat is modified and resubmitted to the city council at a later date for their consideration, the council may require the concurrent submittal of an updated ownership and encumbrance report or title opinion. The final plat will require city council approval prior to recordation with county.
- (c) Final plat amendment and corrected plat.
- (1) If, after the approval and recording of a final plat, errors are found in the language or numbers on the recorded plat, the subdivider shall file a properly signed, corrected or revised original Mylar with the city manager or designee. The plat shall be noted "corrected plat" under the name of the subdivision. Notations shall be made on the face of the plat listing all corrections made and the book and page numbers where the original plat was recorded. The director shall review the plat for corrections, secure the signatures of the proper public officials on the corrected plat and present the plat to the city council for the reaffirmation of their approval and to the county clerk for

recording. The recording of the corrected plat shall void the incorrect original plat, and the county clerk shall note "void" across the face of the incorrect plat.

- (2) If, after the approval and recording of a final plat, a subdivider wishes to create additional lots from an approved final plat, modify the location of lot lines on part or all of the recorded plat, the subdivider shall submit a new final plat drawing with the lotting arrangement revised, unless the change is found to be substantial, a new preliminary plat and final plat may be required as described herein. The plat shall be marked the "resubdivision of _____" under the name of the subdivision and shall be processed as a final plat.
- (3) If, after the approval and recording of a final plat, a subdivider wishes to substantially change the street and lotting arrangement of a part or all of the platted area, the resulting subdivision shall be treated as a new submittal with both a preliminary plat and a final plat required. The subdivision shall be identified as the "resubdivision of _____."

(Ord. No. 09-12, § 2(Exh. A), 5-14-09)

Sec. 122-118. - Assurances for improvement completion.

(a) Financial and other guarantees and improvements.

- (1) The city council shall require that the applicant provide a financial guarantee to the city prior to recording the final plat in an amount sufficient to secure to the city the satisfactory construction, installation, and dedication of the required street, utility, drainage and other improvements, including any portions of such improvements which are located upon individual lots. The amount of the financial guarantee shall be 125 percent of the total cost necessary to complete the required improvements, including but not limited to the costs of labor and materials, permits, management fees, insurance costs and any other capital costs. On-site improvements may include, but are not necessarily limited to, streetlights, landscaping, drainage facilities, collector roads, curb, gutter and sidewalks, perimeter walls, water and sewer distribution lines and common area improvements.
- (2) The financial or other guarantee shall comply with all requirements of law and the type of guarantee shall be satisfactory to the city manager or designee. The guarantee shall be satisfactory to the city attorney or his designee as to form, sufficiency and manner of execution. The period within which required improvements must be completed shall be specified by the city council in the resolution approving the final plat and shall be incorporated into the financial or other guarantee. If no such period is specified, the required improvements must be completed within 12 months after the date of final plat approval. The financial or other guarantee shall be approved by the city manager and city attorney or their respective designees as to surety of the guarantee and

conditions satisfactory to the stipulations contained with the final plat approved by the city council. The city manager or designee may, upon proof of difficulty, recommend to the city council, and the council may approve, an extension of the completion date for a maximum period of one additional year. After a final plat has been recorded, the city council may, in its discretion, allow an applicant to substitute one type of guarantee for another.

- (3) This section in no way limits A.R.S. § 34-222 et seq., including but not limited to that statute's requirements with respect to financial assurance for public projects.
- (4) Temporary improvement. The applicant shall pay for all costs of constructing and removing temporary facilities and improvements required by the city council and shall maintain the same for the period specified by the city council. Prior to construction of any temporary facility or improvement the applicant shall file with the city manager or designee a separate, suitable, financial or other guarantee, which guarantee shall ensure that the temporary facility or improvement will be properly constructed, maintained and removed.
- (5) Governmental entities. A governmental entity to which this article applies may file a certified resolution, ordinance, or other similar commitment from an officer or body authorized to act for the governmental entity agreeing to comply with the provisions of this section, in lieu of the required financial assurance or other guarantee.
- (6) Failure to complete improvements. If an applicant has posted a financial guarantee and the required improvements have not been satisfactorily constructed, installed and dedicated within the period specified, as provided in subsection (a)(2) of this section, the city may thereupon declare the guarantee to be in default, call on the guarantee, and either require that all the required improvements be immediately constructed, installed and dedicated, or the city may construct and install the requirements itself, regardless of the extent of the building development at the time the financial guarantee is declared to be in default.
- (7) Acceptance of dedication and maintenance of land and improvements.
 - a. If the city accepts dedication of unimproved land for streets, easements, and other public areas it shall do so only by resolution of the city council. A resolution approving a final plat shall constitute such acceptance; provided that a statement of dedication is placed on the plat. The approval by the city council of a final plat, or of a resolution accepting dedication of land, shall not constitute or imply the acceptance of maintenance responsibility by the city of any street, easement, or other public area, shown on said plat or constructed on such land. The city council may require said plat to be endorsed with appropriate notes to this effect.

- b. If the city accepts the dedication of constructed improvements to streets, easements or other public areas it shall do so only after the city engineer has approved the construction and installation of such improvements, and only by separate resolution of the city council. In addition, such separate resolution may, but is not required to, accept maintenance responsibility for such improvements.

(b) Inspection of improvements.

General procedures and fees. The city engineer shall provide for inspection of required improvements during construction and insure their satisfactory completion. The applicant shall pay to the city such inspection fee as the city council may from time to time establish by ordinance. Financial guarantees shall not be released nor reduced unless such fees have been paid. If the city engineer finds upon inspection that any of the required improvements have not been constructed or installed in accordance with the city's construction standards and specifications, the applicant shall correct the deficiency and shall complete construction and installation of the improvements according to the standards and specifications. Wherever the cost of constructing or installing required improvements is covered by a financial guarantor, the applicant and the guarantor shall be jointly and severally liable for completing, constructing and installing the improvements according to the standards and specifications.

(c) Release or reduction of the financial guarantee.

Certificate of satisfactory completion. The city council will not accept dedication of required improvements, nor release or reduce any financial guarantee, until:

- (1) The city engineer has submitted a certificate stating that all required improvements have been satisfactorily constructed and installed;
- (2) The applicant's engineer or surveyor has certified to the city engineer through the submission of a detailed as-built survey plat and construction plans of the improvements, prepared on Mylar, indicating location, dimensions, materials and other information required by the city council and/or city engineer, that the layout of the line and grade of all required improvements is in accordance with the construction plans for the improvements; and
- (3) The city attorney has approved a title insurance policy furnished by the applicant to the city.

Thereafter, the city council may accept the improvements for dedication in accordance with the established procedure and the original financial guarantee of 125 percent be returned after acceptance and receipt of maintenance guarantee.

(d) Maintenance of improvements; warranty.

- (1) The applicant shall be required to maintain all improvements for two years after city council acceptance of maintenance responsibility for said improvements. If any certificates of occupancy have been issued for buildings

served by improvements for which the city has not accepted maintenance responsibility, the city may effect emergency repairs and the applicant or other owner thereof shall pay the cost of such emergency repairs. Prior to effecting such emergency repairs, the city shall give to the person responsible for maintaining the improvements such notice as may be practicable under the circumstances.

- (2) The applicant shall be required to file a maintenance guarantee with the city council within ten business days after dedication of the required improvements, in the amount of ten percent of the cost of constructing and installing the improvements in a form satisfactory to the city manager or designee, in order to assure the satisfactory condition of the required improvements for a period of two years after the city council accepts the dedication of the improvements.

(e) Deferral or waiver of required improvements.

- (1) The city council may defer or waive at the time of final plat approval, subject to appropriate conditions, the requirement that improvements be constructed and installed if, in the council's judgment, such improvements are not requisite in the interests of the public health, safety and general welfare, or are inappropriate because of incompatible grades, inadequacy or lack of connecting facilities, or other reasons.
- (2) Whenever the city council defers the requirement to construct and install any improvement, the applicant shall pay to the city at the time of final plat approval his proportionate share of the costs of constructing and installing such improvement in the future, as determined by the city engineer. Alternatively, at the city council's option, the applicant may post a financial or other guarantee, as provided in this section, insuring completion of said improvement upon demand of the city council. The mayor shall not sign the plat until the requirements of this subsection have been satisfied.

(Ord. No. 09-12, § 2(Exh. A), 5-14-09)

Sec. 122-119. - Design standards.

(a) General improvements.

- (1) Conformity. All subdivision improvements shall be in conformance to the following rules and regulations:
 - a. This section;
 - b. The general plan including all streets, drainage systems and parks shown on the general plan as adopted;
 - c. The design standards and regulations;
 - d. The rules of the state department of transportation if the subdivision or any lot contained therein abuts a state highway or connecting street;

- e. The rules of the county flood control district;
 - f. The rules of the state department of health and the county department of health relative to water supply and sanitary sewage disposal; and
 - g. The design standards and regulations adopted by the city engineer and officials of the city, which shall include, but not be limited to, the Uniform Standard Specifications for Public Works Construction and the Uniform Standard Details for Public Works Construction, as sponsored and distributed by Maricopa Association of Governments.
- (2) Self-imposed restrictions. If the owner places restrictions on any of the land contained in the subdivision greater than those required by this section or this section, such restrictions or reference thereto may be required to be indicated on the subdivision plat, or the planning and zoning commission may require that restrictive covenants be recorded with the county clerk.
- (3) Monuments. The applicant shall place permanent reference monuments in the subdivision as approved by a registered land surveyor and the city engineer.
- (4) Character of the land. Land which the planning and zoning commission finds to be unsuitable for subdivision or development because of flooding, improper drainage, rock formations, adverse earth formations or topography, utility easements, or other features which will reasonably be harmful to the safety, health and general welfare of the present or future inhabitants of the subdivision and/or its surrounding areas shall not be subdivided or developed unless adequate methods are formulated by the developer and approved by the planning and zoning commission, upon recommendation of the city engineer, to solve the problems created by the unsuitable land conditions. Such land shall be set aside for uses that shall not involve such a danger.
- (5) Subdivision name. The proposed name of the subdivision shall not duplicate, or too closely approximate phonetically, the name of any other subdivision in the area covered by this section. The planning and zoning commission shall have final authority to designate the name of the subdivision that shall be determined at sketch plat approval.
- (b) Lot improvements.
- (1) Lot arrangement. The lot arrangement shall be such that there will be no foreseeable difficulties, for reasons of topography or other conditions, in securing building permits to build on all lots in compliance with this section or in providing driveway access to buildings on such lots from an approved street.
- (2) Lot dimensions. Where lots are more than double the minimum required area for the zoning district, the planning and zoning commission may require that such lots be arranged so as to allow further subdivision and the opening of future streets where they would be necessary to serve such potential lots, all

in compliance with chapter 122. In general, side lot lines shall be at right angles to street lines (or radial to curving street lines) unless a variation from this rule will give a better street or lot plan. Dimensions of corner lots shall be large enough to allow for erection of buildings, observing the minimum setbacks from both streets. Depth and width of properties reserved or laid out for business, commercial or industrial purposes shall be adequate to provide for the off-street parking and loading facilities required for the type of use and development contemplated, as established in this section.

(3) Double frontage lots and access to lots.

- a. Double frontage and reverse frontage lots. Double frontage and reversed frontage lots shall be avoided except where necessary to provide separation of residential development from traffic arterials or to overcome specific disadvantages of topography and orientation.
- b. Access from principal and minor arterials. Lots shall not, in general, derive access exclusively from an arterial street. Where driveway access from an arterial street may be necessary for several adjoining lots, the planning and zoning commission may require that such lots be served by a combined access drive in order to limit possible traffic hazards on such street. Where possible, driveways should be designed and arranged so as to avoid requiring vehicles to back into traffic on arterial streets.

(4) Grading and drainage.

- a. Final grading required. No certificate of occupancy shall be issued until final grading has been completed in accordance with the approved final subdivision plat.
- b. Lot drainage. Lots shall be laid out so as to provide positive drainage away from all buildings and individual lot drainage shall be coordinated with the general storm drainage pattern for the area. Drainage shall be designed so as to avoid concentration of storm drainage water from each lot onto adjacent lots.

(5) Debris and waste. No cut trees, debris, rocks, rubbish or other waste materials of any kind shall be buried in any land, or left or deposited on any lot or street at the time of the issuance of a certificate of occupancy.

(6) Fencing. Each subdivider and/or developer shall be required to furnish and install fences wherever the city council determines that a hazardous condition may exist. The fences shall be constructed according to standards established by this section and shall be noted as to height and material on the final plat. No certificate of occupancy shall be issued until said fence improvements have been duly installed.

(7) Performance bond to include lot improvement. The performance bond or other financial guarantee shall include an amount to guarantee completion of all requirements contained in this section's regulations including, but not

limited to, soil preservation, final grading, lot drainage, removal of debris and waste, fencing, and all other lot improvements required by the city council. At the expiration of the performance bond, the city may enforce the provisions of the bond where the provisions of this section or any other applicable law, ordinance or regulation have not been satisfied.

(c) Streets.

(1) General requirements.

- a. Frontage on improved streets. No subdivision shall be approved unless the area to be subdivided shall have frontage on, and access from, an existing street or a future street. Wherever the area to be subdivided is to utilize existing street frontage, such street shall be suitably improved as provided for herein.
- b. Topography and arrangement.
 1. Grades. Grades of streets shall conform as closely as possible to the original topography. Streets shall be arranged so as to obtain as many possible building sites at, or above, the grades of the streets.
 2. Integration. All streets shall be properly integrated with the existing and proposed system of thoroughfares and dedicated rights-of-way as established in the general plan.
- c. Access to arterial streets. Where a subdivision borders on or contains an existing or proposed arterial street, the city shall require that access to such streets be limited to local and collector streets. Direct access to arterials shall be prohibited from residential lots.
- d. Street names. Street names shall be sufficiently different in sound and in spelling from other street names in the city so as not to cause confusion. A street that exists or is planned as a continuation of an existing street shall bear the same name.
- e. Street names and regulatory signs. The applicant shall deposit with the city at the time of final subdivision approval an amount equal to the cost of each street sign required by the city manager and city engineer or their respective designee at all street intersections. The city shall install all street signs before issuance of certificates of occupancy for any residence on the streets approved. Street name signs are to be placed at all intersections within or abutting the subdivision, the type and location of which are to be approved by the city engineer or designee.
- f. Streetlights. Installation of streetlights shall be required in accordance with design and specification standards approved by the city manager and city engineer or their designees. Light standards shall be spaced such that each intersection is provided at least one light standard. All lights in the City of Surprise shall be powder coated.

- (2) Design standards. In order to provide for streets of suitable location, width and improvement to accommodate prospective traffic and afford satisfactory access to police, fire protection, sanitation and street maintenance equipment, and to coordinate streets so as to compose a convenient system and avoid undue hardships to adjoining properties, the city manager and city engineer or their respective designee shall cause to be created design standards for all transportation infrastructure.
- (d) Sidewalks. Sidewalks shall be included within the dedicated non-pavement right-of-way of all streets. If public sidewalks are located outside of the rights-of-way a public easement shall be recorded on the final plat of said path and or sidewalk.
- (e) Drainage, storm sewers and retention basins.
- (1) General requirements. The planning and zoning commission shall not recommend for approval any plat of a subdivision which does not make adequate provision for stormwater or floodwater runoff channels or basins. The drainage system of a subdivision shall be governed by the Drainage Design Manuals for Maricopa County, published by the flood control district of the county. The stormwater drainage system shall be separate and independent of any sanitary sewer system. Storm drainage shall be accommodated in the streets, gutters, retention basins or detention basins that drain to natural washes unless otherwise indicated by the city engineer.
- a. Use of street for drainage. Curbed local streets shall be designed and constructed to carry the stormwater runoff from a ten-year storm between curbs. Curbed collector and arterial streets shall be designed and constructed with no curb overtopping and to maintain one dry 12-foot (minimum) driving lane in each direction. No inverted crown streets, of any type, shall be permitted. When peak flows from the designated storm exceed the street capacity, an open area drainage and retention system shall be designed to carry the excess stormwater. The rational method shall be used to determine peak flows. Fifteen minutes maximum may be used for the time of concentration for the runoff across the lots.
- b. Peak flows in streets. Peak flows from a 50-year storm shall be carried within the cross section between buildings (front yards and streets). The finish floor elevation of all buildings shall be one foot above the 100-year storm. All finished floors shall be a minimum of 14 inches above the low outfall of the site.
- c. Accommodation of upstream drainage areas. A culvert, gutter or other drainage facility shall in each case be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision. The city engineer shall determine the necessary size of the facility, based on the provisions of the construction standards and specifications assuming conditions of maximum potential watershed development permitted by this section.

- d. Effect on downstream drainage areas. The city engineer shall also study the effect of each subdivision on existing downstream drainage facilities outside the area of the subdivision. Local government drainage studies together with such other studies as shall be appropriate, shall serve as a guide to needed improvements. Where it is anticipated that the additional runoff incident to the development of the subdivision will overload an existing downstream drainage facility, the city council may withhold approval of the subdivision until provision has been made for the improvement of said potential condition in such sum as the city council shall determine. No subdivision shall be approved unless adequate drainage will be provided to an adequate drainage watercourse or facility.
- e. Areas of poor drainage. Whenever a plat is submitted for an area which is subject to flooding, the city council may approve such subdivision provided that the applicant fills the affected area of said subdivision to an elevation sufficient to place the elevation of streets and lots at a minimum of 12 inches above the elevation of the maximum probable flood, as determined by the city engineer. The plat of such subdivision shall provide for an overflow zone along the bank of any stream or watercourse, of a width that shall be sufficient in times of high water to contain or move the water, and no fill shall be placed in the overflow zone nor shall any structure be erected or placed therein. The boundaries of the overflow zone shall be subject to approval by the city engineer.
- f. Floodplain areas. The city council may, when it deems it necessary for the health, safety or welfare of the present and future population of the area and necessary to the conservation of water, drainage and sanitary facilities, prohibit the subdivision of any portion of the property which lies within the 100-year floodplain of any stream as determined in this section. These floodplain areas shall be preserved from any and all destruction or damage resulting from clearing, grading or dumping of earth, waste material or stumps, except at the discretion of the city council.

(2) Retention requirements.

- a. Areas for retention. All water from a 100-year storm of a two-hour duration, which falls within the area being developed, including the respective one-half of all abutting streets (whether or not it is a dedicated street which may exist by an improvement district and owned by the city), shall be retained within the boundaries of the developed land. No retention shall be allowed in public rights-of-way. The method of collection and retention shall be approved by the city engineer. The method of retention calculation, drainage flows and removal of stormwater within 36 hours shall conform to subsections (b)(4) and (b)(5) of this section.
- b. Retention basin capacities. All retention basins shall have a design capacity to preclude a water depth in excess of three feet resulting from a

100-year, two-hour storm. The depth of retention basins shall be measured from lowest adjacent top of curb. In no event shall stormwater stand in the retention basins longer than 36 hours. Dry wells shall be required for any depth of retention over one foot; provided, a volume greater than 1,000 cubic feet is being retained in a single retention area. However, equalizer pipes from smaller to larger retention areas may be required by the city engineer.

- c. Dedication. No retention basins will be controlled or owned by the city unless dedicated as part of the city's park and open space system. Nondedicated retention basins shall be maintained by the owner or person controlling such property. All retention basin areas shall be designated as easement areas for retention purposes and shall have a recorded restrictive covenant requiring perpetual maintenance.
- d. Retention calculations. Total volume required = (intensity for the 100-year, two-hour storm event from the Drainage Design Manuals for Maricopa County or a minimum of 2.8 inches, whichever is greater) × (drainage area) × (average runoff coefficient).
- e. Runoff factors. The runoff factor used in computations must be justified by a typical cross section of actual area calculation. Refer to the Drainage Design Manuals for Maricopa County to determine runoff coefficients. Infiltration into the dry well cannot be considered to reduce the size of the retention area. A percolation rate of 0.5 cfs (or less, if required by the city engineer) per dry well over a 36-hour period shall be used in calculating the number of dry wells.
- f. Joint development. Two or more developers may join together to provide a common retention facility. A letter of agreement signed by all developers participating in the common retention area must be presented to the city engineer, and the recorded plat shall indicate that the retention area is a joint facility. The joint retention area must meet all criteria as a single area.
- g. Preliminary and final drainage report guideline. The preliminary and final drainage report guideline, which was made a public record by Resolution No. 05-13, is hereby adopted by the city, and is incorporated in this section by reference as though it had been fully and completely set forth in this section. The purpose of the preliminary and final drainage report guideline is to serve as a reference tool for developers and engineers seeking construction permits for any proposed improvements within the city limits that require the preparation and submittal of accompanying preliminary and final drainage reports.

(3) Dedication of drainage easements.

- a. Requirements. Where a subdivision is traversed by a watercourse, drainage way, channel or stream, a stormwater easement or drainage

right-of-way shall be provided, conforming substantially to the lines of such watercourse, and of such width and construction, or both, as will be adequate for the purpose. Wherever possible, it is desirable that the drainage be maintained by an open channel with landscaped banks and adequate width for maximum potential volume of flow.

b. Drainage easements.

1. Where topography or other conditions are such as to make impractical the inclusion of drainage facilities within road rights-of-way, perpetual, unobstructed easements at least 15 feet in width for such drainage facilities shall be provided across property outside the road lines and with satisfactory access to the road. Easements shall be indicated on the plat. Drainage easements shall be carried from the road to a natural watercourse or to other drainage facilities.
2. When a proposed drainage system will carry water across private land outside the subdivision, appropriate drainage rights must be secured and indicated on the plat.
3. The applicant shall dedicate, either in fee or by drainage or conservation easement, land on both sides of existing watercourses, to a distance to be determined by the city council.
4. Low-lying lands along watercourses subject to flooding or overflowing during storm periods, whether or not included in areas for dedication, shall be preserved and retained in their natural state as drainage ways.

(f) Water facilities.

(1) General requirements.

- a. When necessary, action shall be taken by the applicant to extend or create a water supply district for the purpose of providing a water supply system capable of providing domestic water use and fire protection.
- b. Where a public water main is accessible, the subdivider shall install adequate water facilities (including fire hydrants) subject to the specifications of the city engineer and the water services director. All water mains shall be at least eight inches in diameter.
- c. Water main extensions shall be approved by the city engineer and the water services director.
- d. To facilitate the above, the location of all fire hydrants, all water supply improvements, and the boundary lines of proposed districts, indicating all improvements proposed to be served, shall be shown on the preliminary plat, and the cost of installing same shall be included in the performance bond to be furnished by the developer.

- (2) Fire hydrants. Fire hydrants shall be required for all subdivisions. Fire hydrants shall be located no more than 500 feet apart and within 400 feet of any structure and shall be approved by the city fire chief. To eliminate future street openings, all underground utilities for fire hydrants, together with the fire hydrants themselves, and all other supply improvements shall be installed before any final paving of a street shown on the subdivision plat.

(g) Sewer facilities.

- (1) Requirements. The applicant shall install sanitary sewer facilities in a manner prescribed by the Uniform Standard Details and Specifications and the city engineer.
- (2) Public sewerage required. Sanitary sewer facilities shall connect with public sanitary sewage system unless such connection will not be available (in the estimation of the city engineer) for at least 20 years. Sewers shall be installed to serve each lot and to grades and sizes required by the Uniform Standard Details and Specifications and the city engineer.
- (3) Private sewerage systems.
 - a. Where public sanitary sewage systems are not reasonably accessible, but will become available within a reasonable time (not to exceed 20 years), the city may allow one of the following alternatives:
 1. Central sewerage system, the maintenance cost to be assessed against each property benefited. Where plans for future public sanitary sewerage systems exist, the applicant shall install the sewer lines, laterals, and mains to be in permanent conformance with such plans and ready for connection to such public sewer mains; or
 2. Individual disposal systems; provided, the applicant shall install sanitary sewer lines, laterals and mains from the street curb to a point in the subdivision boundary where a future connection with the public sewer main shall be made. Sewer lines shall be laid from the house to the street line, and a connection shall be available in the home to connect from the individual disposal system to the sewer system when the public sewers become available. Such sewer systems shall be capped until ready for use and shall conform to all plans for installation of the public sewer system, where such exist, and shall be ready for connection to such public sewer main.
 - b. Where sanitary sewer systems are not reasonably accessible and will not become available for a period in excess of 20 years, the city may allow the installation of sewerage systems as follows:
 1. For medium- and high-density residential districts, a central sewerage system only. No individual disposal system will be permitted. The applicant shall install all sewer lines, laterals, and mains to be

permanent and ready for connection to the public sewer system, should it become available.

2. For low-density residential districts (less than one dwelling unit per acre), individual disposal systems or central sewerage systems shall be used.
- (4) Mandatory connection to public sewer system. If a public sanitary sewer is accessible and a sanitary sewer is placed in a street or alley abutting upon property, the owner thereof shall be required to connect to said sewer for the purpose of disposing of waste; and it is unlawful for any such owner or occupant to maintain upon any such property an individual sewage disposal system.
- (5) Individual sewage disposal system requirements. If public sewer facilities are not available and individual disposal systems are proposed, minimum lot areas shall conform to the requirements of the R1-43, single-family residential district of this section and percolation tests and test holes shall be made as directed by the city engineer and the results submitted to same. The individual disposal system, including the size of septic tanks and size of the tile fields or other secondary treatment device, shall also be approved by the city engineer.
- (6) Design criteria for sanitary sewers.
 - a. Design factors. Sanitary sewer systems should be designed for the ultimate drainage basin population. Consideration should be given to current zoning regulations and approved planning and zoning reports where applicable. Sewer capacities should be adequate to handle the anticipated maximum hourly quantity of sewage and industrial waste together with an adequate allowance for infiltration and other extraneous flow. The unit design flows presented hereinafter should be adequate in each case for the particular type of development indicated. Sewers shall be designed for the total tributary area using the following criteria:

One-family and two-family dwellings	0.02 cfs/acre*
Apartments, townhouses, condominiums:	
One-story and two-story	0.02 cfs/acre
Three-story through six-story	0.03 cfs/acre
Commercial: Small stores, offices and miscellaneous businesses	0.02 cfs/acre
Shopping centers	0.02 cfs/acre

High-rise and industrial buildings	As directed by the city engineer
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* Cubic feet per second per acre.

These design factors shall apply to watersheds of 300 acres or less. Design factors for watersheds larger than 300 acres and smaller than 1,000 acres shall be computed on the basis of a linear decrease from the applicable design factor for an area of 300 acres to a design factor of 0.01 cfs/acre for an area of 1,000 acres unless otherwise directed by the city engineer. Design factors for watersheds larger than 1,000 acres shall be 0.01 cfs/acre unless otherwise directed by the city engineer.

- b. Maximum size. The diameter of sewers proposed shall not exceed the diameter of the existing or proposed outlet, whichever is applicable, unless otherwise approved by the city engineer.
- c. Minimum size. No public sanitary sewer line shall be less than eight inches in diameter.
- d. Minimum slope. All sewers shall be designed to give mean velocities, when flowing full, of not less than two feet per second. All velocity and flow calculations shall be based on the Manning Formula using an "N" value of 0.013. The design slopes shall be evenly divisible by four. The slopes shall be minimum for the size indicated. Exceptions to these minimum slopes shall be made at the upper end of lateral sewers serving less than 30 houses. Said sewers shall have a minimum slope of 0.76 percent. Where lateral sewers serve less than ten houses, the minimum slope shall be not less than one percent. The following table lists minimum slopes for various sewer sizes:

Minimum Slopes by Sewer Size					
Sewer (in inches)	Size	Minimum (per 100 feet)	Slope	in	Feet
8		0.33			
10		0.24			
12		0.19			
15		0.14			
18		0.11			

21	0.092
24	0.077

Source: BRW, Inc., 1986.

Any proposed dimension not in compliance with the standards in the chart above shall be a violation of this ordinance.

- e. Alignment. All sewers shall be laid with straight alignment between manholes, unless otherwise directed or approved by the city engineer.
- f. Manhole location. Manholes shall be installed at the end of each line; at all changes in grade, size or alignment; at all intersections; and at distances not greater than 400 feet for sewers less than 18 inches, and 500 feet for sewers 18 inches in diameter and larger.
- g. Manholes. The difference in elevation between any incoming sewer and the manhole invert shall not exceed 12 inches except where required to match crowns. The use of drop manholes will require approval by the city engineer. The minimum inside diameter of the manholes shall conform to those specified by the city engineer. Inside drop manholes will require special considerations; however, in no case shall the minimum clear distance be less than that indicated above. When a smaller sewer joins a larger one, the crown of the smaller sewer shall not be lower than that of the larger one. The minimum drop through manholes shall be 0.2 feet.
- h. Sanitary sewer locations. Sanitary sewers shall be located within street or alley rights-of-way unless topography dictates otherwise. When located in easements on private property, access shall be provided to all manholes. A manhole shall be provided at each street or alley crossing. End lines shall be extended to provide access from street or alley rights-of-way where possible. Imposed loading shall be considered in all locations. Not less than six feet of cover shall be provided over top of pipe in street and alley rights-of-way or three feet in all other areas.
- i. Cleanouts and lampholes. Cleanouts and lampholes will not be permitted.
- j. Water supply interconnections. There shall be no physical connection between a public or private potable water supply system and sewer that will permit the passage of any sewage or polluted water into the potable supply. Sewers shall be kept removed from water supply wells or other water supply sources and structures.
- k. Relationship between sewers and water mains. A minimum horizontal distance of ten feet shall be maintained between parallel water and sewer lines. At points where sewers cross water mains, the sewer shall be constructed of cast iron pipe or encased in concrete for a distance of ten

feet in each direction from the crossing, measured perpendicular to the water line. This will not be required when the water main is at least two feet above the sewer line.

These design criteria are not intended to cover extraordinary situations. Deviations will be allowed and may be required in those instances where considered justified by the city engineer.

(h) Utilities.

(1) Location. All utility facilities, including, but not limited to, gas, electric power, telephone and cable television shall be located underground throughout the subdivision. All utility facilities existing and proposed throughout the subdivision shall be shown on the preliminary plat. Underground service connections to the street property line of each platted lot shall be installed at the subdivider's expense. At the discretion of the city council, the requirement for service connections to each lot may be waived in the case of adjoining lots to be retained in single ownership and intended to be developed for the same primary use.

(2) Easements.

- a. Easements centered on rear lot lines shall be provided, where necessary, for utilities (private and municipal). Such easements shall be at least ten feet wide. Proper coordination shall be established between the subdivider and the applicable utility companies for the continuation of utility easements established in adjoining properties.
- b. Where topographical or other conditions are such as to make impractical the inclusion of utilities within the rear lot lines, perpetual unobstructed easements of least ten feet in width shall be provided alongside lot lines with satisfactory access to the road or rear lot lines. Easements shall be indicated on the plat.

(i) Public land reservation, parks, and open space.

- (1) Where a proposed park, playground, open space or other public use shown on the general plan is located in whole or in part in a subdivision, the commission and city council shall require that such area be shown on plats in accordance with the requirements specified in this section. Such area or areas shall be reserved to the city by the subdivider if the city council approves such reservation.
- (2) The commission shall require that plats show sites of a character, extent and location suitable for the development of a park, playground, or other stated public purposes.
- (3) In all new residential subdivisions, a minimum of ten percent of the gross area shall be reserved for public recreation space, school sites or other public use

with such percentage being in addition to property reserved for streets, alleys, easements, retention, unbuildable areas, or other public ways.

(4) Parks dedicated to the city shall be a minimum size of five acres.

(5) The city or other public agency shall enter into an agreement on the method of acquiring such reserved land area prior to approval of the final plat.

(j) Funding of long-term maintenance of common areas. Unless a public entity has accepted primary maintenance responsibility for all common areas within a subdivision, then the property owner/developer shall create a community facility district either as the primary means of providing for the long term maintenance of the common areas, or as a backup vehicle in the event that the person or entity designated by the applicant as having primary maintenance responsibility fails to adequately carry out its duties.

(k) Refuse collection/refuse containers. Each lot or combination of lots shall be supplied with a refuse container, at the expense of the developer or subdivider, to be owned by the city, as approved by the public works director. Refuse container pads may be required in conjunction with certain development situations. The type of such containers and location of refuse pads shall be approved by the public works director.

(Ord. No. 09-12, § 2(Exh. A), 5-14-09)

FS15-490
Zoning Text Amendment
Land Divisions
Clean Edit

04/29/2016

Sec. 122-115. – Land Division — General.

The land division process ensures that a project is on a legally subdivided lot that has proper space for certain kinds of development and the required utility easements, access, and roadways. Specific land division considerations include the shape of a site, lot and/or tract size, circulation, street layout, drainage and grading, and floodplain concerns. Recording a change with the Maricopa County Recorder's office, without also following the provisions of this ordinance will not create a legal lot.

Additionally, land division projects are reviewed to address any environmental concerns that may arise. These include water quality, tree, vegetation and habitat maintenance, and the protection of critical environmental features. We also plan for necessary utilities in the land division process. These considerations include the extension of transmission lines, distribution of water and wastewater lines, or on-site service.

- (a) Overview. The land division regulations apply to subdivisions and any other division of land within the City of Surprise creating a legally developable lot. For a legally enforceable division or assemblage of property to occur in the City of Surprise, any properties assembled, split, or subdivided must be approved by the City through one (1) of the following means:
 - (1) Map of Dedication;
 - (2) Minor Land Division, Lot Line Adjustment, or Parcel Assemblage;
 - (3) Standard Land Division.
- (b) All land divisions will be designed to comply with the requirements of the specific zoning district within which it is located.
- (c) All created lots will have access to public roads.
- (d) All created lots will have adequate access to all utilities necessary for the development proposed on the property being divided.
- (e) Exceptions.
 - (1) The leasing of apartments, offices, stores or similar space within a building or trailer park, nor to mineral, oil or gas leases.

(2) Any division of land that creates cemetery lots or columbarium units.

Sec. 122-115.1. – Map of Dedication.

- (a) Definition. A Map of Dedication may be used to dedicate land to the City or other public agency or to grant an easement to the City for roadway, drainage, flood control, utilities, emergency or service vehicle access, or other public uses.
- (b) A map of dedication will not be used to create any new lots owned or to be owned by any person not a public agency.
- (c) A map of dedication will be prepared and processed in accordance with procedures and requirements set forth herein for a Standard Land Division Final Plat outlined in Section 122-116.3 (e) and will require a resolution for City Council approval.

Sec. 122-115.2. – Minor Land Division, Lot Line Adjustment, or Parcel Assemblage.

- (a) Definition. A Minor Land Division is a division of land within the City which results in the division of improved or unimproved land or lands for the purpose of financing, sale, or lease, whether immediate or future, into three (3) or less lots, tracts, or parcels of land with no public dedication of property.
- (b) Definition. A Lot Line Adjustment is a procedure that may be used as a method for making minor revisions to property lines between two (2) or more existing parcels. Lot Line Adjustment is not a procedure for dividing property.
- (c) Definition. A Parcel Assemblage is a combination of land within the City which results in the assemblage of improved or unimproved land for the purpose of financing, sale, or lease, whether immediate or future, from three (3) or less lots, tracts, or parcels of land with no public dedication of property, into a single property.
- (d) The provisions of a Minor Land Division will only apply to original lots. An original lot means any existing lot parcel tract of land or combination thereof identified in the official records of the Maricopa County Recorder as of the annexation of the property into the corporate limits of the City or the passage of Ordinance Number 86-7, on December 24, 1986, whichever is later.
- (e) The Community Development Director or designee will require submittal requirements determined necessary for appropriate review of the project.
- (f) If the Community Development Director or designee finds that the proposed Minor Land Division, Lot Line Adjustment, or Parcel Assemblage meets all of the requirements of this code, the Minor Land Division, Lot Line Adjustment, or Parcel Assemblage will be approved. The Community Development Director and City Engineer will sign the certificate of approval upon the plat in the following format:

APPROVALS

DATA ON THIS PLAT WAS REVIEWED AND APPROVED THIS ___ DAY OF
___, 20___ BY THE CITY ENGINEER OF SURPRISE, ARIZONA

BY: _____

CITY ENGINEER

DATA ON THIS PLAT WAS REVIEWED AND APPROVED THIS ___ DAY OF
___, 20___ BY THE COMMUNITY DEVELOPMENT DIRECTOR OF SURPRISE,
ARIZONA

BY: _____

COMMUNITY DEVELOPMENT DIRECTOR

(g) After approval of the Minor Land Division, Lot Line Adjustment, or Parcel Assemblage, the applicant will pay to the City the fee charged by the Maricopa County Recorder for the recordation of the plat.

(h) An applicant aggrieved by the decision of the Community Development Director may file for an appeal to the Board of Adjustments.

Sec. 122-116.3 – Standard Land Division.

(a) Definition. A Standard Land Division shall include the following:

- (1) A proposed division of improved or unimproved land or lands divided for the purpose of financing, sale or lease, whether immediately or in the future, into four (4) or more lots, tracts or parcels of land, or any such property, the boundaries of which have been fixed by a recorded plat, which is divided into more than four (4) parts.
- (2) If a new street is involved, a proposed division of improved or unimproved land or lands divided for the purpose of financing, sale or lease, whether immediately or in the future, which is divided into two (2) or more lots, tracts or parcels of land.
- (3) If the boundaries of which have been fixed by a recorded plat, a proposed division into more than two (2) parts of improved or unimproved land or lands divided for the purpose of financing, sale or lease, whether immediately or in the future.
- (4) A Standard Land divisions also include any condominium, cooperative, community apartment, townhouse or similar project containing two (2) or more parcels, in which an undivided interest in the land is coupled with the right of exclusive occupancy of any unit located thereon, but plats of such

projects need not show the buildings or the manner in which the buildings or airspace above the property shown on the plat are to be divided.

- (b) The Standard Land Division utilizes a Preliminary Plat and Final Plat process unless the project qualifies for an alternate process under section (e), below. The Community Development Director or designee may allow a concurrent submittal of both the Preliminary and Final Plats when, in their judgement, the project scope is minor and will not require problematic coordination between the Preliminary and Final Plat.

(c) Preliminary Plat

- (1) Definition. The Preliminary Plat stage of land division involves detailed land division planning, including the submittal, review, and approval of the Preliminary Plat. The applicant shall provide the City with all information essential to determine the character and general acceptability of the proposed development.
- (2) The Community Development Director or designee will require submittal requirements determined necessary for appropriate review of the project.
- (3) The Planning and Zoning Commission shall recommend that the Preliminary Plat be approved, disapproved, or approved with conditions. Additionally, the Commission may table, postpone, or take other lawful action with respect to the Preliminary Plat. The Commission shall notify the applicant of its determination.
- (4) After receiving the Planning and Zoning Commission's recommendation, a public hearing and action will be scheduled for the City Council. After the public hearing, the City Council may take final action with respect to the Preliminary Plat. The Council's action may include approval, disapproval, approval with conditions, tabling, postponement, or any other lawful action. The council may consider, but shall not be bound by, the Planning and Zoning Commission's recommendation.
- (5) The Preliminary Plat shall be effective for one (1) year from the date of approval. The applicant may apply in writing for a single, one (1) year extension to be granted by the City Manager or designee for good cause shown. A Preliminary Plat which has been approved and for which a Final Plat has not been submitted and approved within 12 months (24 months if an extension is approved by the City Manager or designee) from the date of the approval of the Preliminary Plat, shall expire and such land area shall not be allowed to proceed with Final Platting until a new Preliminary Plat is submitted and approved.

(d) Final Plat

- (1) Definition. A Final Plat is a drawing of a portion of the city showing the location and boundaries of individual parcels of land intended for recordation in the plat records of the County in which the land division is located.
- (2) No Final Plat that creates a substandard or nonconforming lot or structure shall be approved except by separate City Council action.
- (3) The Community Development Director or designee will establish submittal requirements determined necessary for appropriate review of the project.
- (4) Preliminary Plat conformance. The Final Plat shall conform to the approved Preliminary Plat and/or Site Plan/Conditional Use Permit.
- (5) City Council action. The City Council shall either approve the Final Plat or disapprove the Final Plat and notify the land divider of the conditions to be met to gain approval. If a disapproved Final Plat is modified and resubmitted to the City Council for their consideration no later than one (1) year from date of disapproval, the Council may require the concurrent submittal of an updated ownership and encumbrance report or title opinion. The Final Plat will require City Council approval prior to recordation with Maricopa County Recorder.
- (6) The Mayor shall not sign the plat until the requirements of this subsection have been satisfied.
- (7) The Final Plat will be recorded by City staff within two (2) business days of approval.
- (8) Final plat amendment and corrected plat.
 - a. If, after the approval and recording of a Final Plat, errors are found in the language or numbers on the recorded plat, the land divider shall file a properly signed, corrected or revised original mylar with the Community Development Director or designee. The plat shall be noted "corrected plat" under the name of the land division. Notations shall be made on the face of the plat listing all corrections made and the book and page numbers where the original plat was recorded. The Community Development Director shall review the plat for corrections, secure the signatures of the proper public officials on the corrected plat and present the plat to the City Council for the reaffirmation of their approval and to the Maricopa County Recorder for recording. The recording of the corrected plat shall void the incorrect original plat, and the Maricopa County Recorder shall note "void" across the face of the incorrect plat.
 - b. If, after the approval and recording of a Final Plat, a land divider wishes to create additional lots from an approved Final Plat, or modify the location of lot lines on part or all of the recorded plat, the land divider shall submit a new Final Plat drawing with the revised lotting arrangement. The plat shall be marked the "Replat of _____" under the name of the land

division and shall be processed as a Final Plat. If the change is found to be substantial by the City Manager or designee, a new Preliminary Plat and Final Plat will be required as described herein.

- c. If, after the approval and recording of a Final Plat, the entity requesting the land division wishes to substantially change the street and lotting arrangement of a part or all of the platted area, the resulting land division shall be treated as a new submittal with both a Preliminary Plat and a Final Plat required. The land division shall be identified as the "Replat of _____."

- (e) Exception. For any subdivision that consists of four to ten lots, tracts or parcels, each of which complies with the size requirements of this SUDC, it may proceed without the requirement to prepare, submit and receive approval of a preliminary plat as a condition precedent to submitting a final plat. Requirements for dust-controlled access and drainage improvements shall not be waived.

Sec. 122-118. - Assurances for Improvement Completion.

- (a) Financial and other guarantees and improvements.

- (1) 30 days prior to the formal determination of land divisions and Final Plats by the City Council, the applicant will provide a financial guarantee to the City in an amount sufficient to secure to the City the satisfactory construction, installation, and dedication of the required street, utility, drainage, and other improvements, including any portions of such improvements which are located in public rights-of-way, easements, and upon individual lots. If plats are approved administratively, applicant must submit any required financial assurances or other guarantees prior to obtaining formal plat approval. The amount of the financial guarantee shall be 125 percent of the total cost necessary to complete the required improvements, including but not limited to the costs of labor and materials, permits, management fees, insurance costs and any other capital costs. Improvements may include, but are not necessarily limited to, streetlights, landscaping, drainage facilities, curb, gutter and sidewalks, perimeter walls, water and sewer distribution lines, and common area improvements.
- (2) The financial guarantee shall comply with all requirements of law and the type of guarantee shall be satisfactory to the Community Development Director or designee. The guarantee shall be satisfactory to the City Attorney or their respective designee as to form, sufficiency and manner of execution. The period within which required improvements must be completed shall be 12 months after the date of Final Plat approval by City Council. The financial or other guarantee shall be approved by the City Manager and City Attorney or their respective designees and conditions satisfactory to the stipulations contained with the Final Plat approved by the City Council. The City Manager or designee may, upon proof of difficulty, recommend to the City Council, and

the council may approve, an extension of the completion date for a maximum period of one (1) additional year. After a Final Plat has been recorded, the City Council may, in its discretion, allow an applicant to substitute one type of guarantee for another.

- (3) Nothing in this section may be interpreted to limit the application of A.R.S. § 34-222 et seq., including but not limited to that statute's requirements with respect to financial assurance for public projects.
- (4) Temporary improvement. The applicant shall pay for all costs of constructing and removing temporary facilities and improvements required by the City Council and shall maintain the same for the period of construction. Prior to construction of any temporary facility or improvement, the applicant shall file with the Community Development Director or designee a suitable, financial or other guarantee, separate from and in addition to any guarantee or assurance required for permanent improvements, which guarantee shall ensure that the temporary facility or improvement will be properly constructed, maintained and removed.
- (5) Failure to complete improvements. If an applicant has posted a financial guarantee and the required improvements have not been satisfactorily constructed, installed and dedicated within the period specified, as provided in this section, the City may utilize the following options regarding public improvements
 - a. The city shall not issue any building permit for any structure until all applicable public improvements have been constructed to the satisfaction of the city staff, inspected and accepted.
 - b. If the owner fails to timely and properly construct the public improvements as set forth in the agreement, the city may take any one or more of the following actions, at the owner's expense:
 - c. Decline to process or issue building permits, occupancy clearances or other regulatory approvals or inspections;
 - d. Complete, remove and/or modify the public improvements in whole or in part;
 - e. Restore any disturbed land;
 - f. Bring action to enforce the owner's responsibility under this chapter or under the agreement to construct the public improvements;
 - g. Bring action to enforce the assurance to construct the public improvements; and/or
 - h. Otherwise mitigate the effects of the owner's failure to construct the public improvements.

- (6) Acceptance of dedication and maintenance of land and improvements.

- a. If the City accepts dedication of unimproved land for streets and other public areas it shall do so only by the approval of City Council. Approval of a Final Plat shall constitute such acceptance provided that a statement of dedication is placed on the plat. The approval by the City Council of a Final Plat shall not constitute or imply the acceptance of maintenance responsibility by the City of any street, easement, or other public area, shown on said plat or constructed on such land. The City Council may require said plat to be endorsed with appropriate notes to this effect.
 - b. If the City accepts the dedication of constructed improvements to streets, easements or other public areas it shall do so only after the City Engineer has approved the construction and installation of such improvements, and only by separate action of the City Council. In addition, such separate action may, but is not required to, accept maintenance responsibility for such improvements.
- (b) Inspection of improvements.
- (1) General procedures and fees. The City Engineer shall provide for inspection of required improvements during construction and ensure their satisfactory completion. Financial guarantees shall not be released nor reduced unless such fees have been paid. If the City Engineer finds upon inspection that any of the required improvements have not been constructed or installed in accordance with the City's construction standards and specifications, the applicant shall correct the deficiency and shall complete construction and installation of the improvements according to the standards and specifications. Wherever the cost of constructing or installing required improvements is covered by a financial guarantor, the applicant and the guarantor shall be jointly and severally liable for completing, constructing and installing the improvements according to the standards and specifications.
- (c) Release or reduction of the financial guarantee. The City Council will not accept dedication of required improvements, nor release or reduce any financial guarantee, until:
- (1) The City Engineer has submitted a certificate stating that all required improvements have been satisfactorily constructed and installed;
 - (2) The applicant's engineer or surveyor has certified to the City Engineer through the submission of a detailed as-built survey plat and construction plans of the improvements, indicating location, dimensions, materials and other information required by the City Council and/or City Engineer, that the layout of the line and grade of all required improvements is in accordance with the construction plans for the improvements; and
 - (3) The City Attorney has approved lien release documents furnished by the applicant to the City.

(4) The City Council may accept the improvements for dedication in accordance with the established procedure and the original financial guarantee of 125 percent returned after acceptance and receipt of maintenance guarantee.

(5) Once the Council agrees to accept improvements for dedication, the City Manager or designee may evidence such approval with a document entitled a "Certificate of Satisfactory Completion."

(d) Maintenance of improvements; warranty.

(1) The applicant shall be required to maintain all improvements for two (2) years after City Council acceptance of maintenance responsibility for said improvements. If any certificates of occupancy have been issued for buildings served by improvements for which the City has not accepted maintenance responsibility, the City may effect emergency repairs and the applicant or other owner thereof shall pay the cost of such emergency repairs. Prior to effecting such emergency repairs, the City shall give to the person responsible for maintaining the improvements such notice as may be practicable under the circumstances.

(2) The applicant shall be required to file a maintenance guarantee with the City Council within ten (10) business days after dedication of the required improvements, in the amount of ten (10) percent of the cost of constructing and installing the improvements in a form satisfactory to the City Manager or designee, in order to assure the satisfactory condition of the required improvements for a period of two (2) years after the City Council accepts the dedication of the improvements.

(e) Deferral or waiver of required improvements.

(1) The City Council may defer or waive at the time of Final Plat approval, subject to appropriate conditions, the requirement that improvements be constructed and installed if, in the Council's judgment, such improvements are not requisite in the interests of the public health, safety, and general welfare, or are inappropriate because of incompatible grades, inadequacy or lack of connecting facilities, or other reasons.

(2) Whenever the City Council defers the requirement to construct and install any improvement, the applicant shall pay to the City at the time of Final Plat approval his proportionate share of the costs of constructing and installing such improvement in the future, as determined by the City Engineer. Alternatively, at the City Council's option, the applicant may post a financial or other guarantee, as provided in this section, ensuring completion of said improvement upon demand of the City Council. The Mayor shall not sign the plat until the requirements of this subsection have been satisfied.

Sec. 122-119. - Design standards.

(a) General improvements.

- (1) Conformity. All land division improvements shall conform to the following rules and regulations:
 - a. This section;
 - b. The rules of the Arizona State Department of Transportation if the land division or any lot contained therein abuts a state highway or connecting street;
 - c. The rules of the Maricopa County Flood Control District;
 - d. The rules of the Arizona Department of Health Services, the Maricopa County Department of Health, and the Maricopa County Environmental Services Department relative to water supply and sanitary sewage disposal; and
 - e. The design standards and regulations adopted by the City Engineer and officials of the City, which shall include, but not be limited to, the Engineering Development Standards, the Uniform Standard Specifications for Public Works Construction and the Uniform Standard Details for Public Works Construction, as sponsored and distributed by Maricopa Association of Governments.
- (2) Self-imposed restrictions. If the owner places restrictions on any of the land contained in the land division greater than those required by this chapter, such restrictions or reference thereto may be required to be indicated on the land division plat, or the City Council or Planning and Zoning Commission may require that restrictive covenants be recorded with the Maricopa County Recorder's Office.
- (3) Monuments. The applicant shall place permanent reference monuments in the land division as approved by a Registered Land Surveyor and the City Engineer. Monuments will be permanently marked with the registration number of the Registered Land Surveyor responsible for their placement.
- (4) Character of the land. Land which the Planning and Zoning Commission finds to be unsuitable for land division or development because of flooding, improper drainage, rock formations, adverse earth formations or topography, utility easements, or other features which will reasonably be harmful to the safety, health and general welfare of the present or future inhabitants of the land division and/or its surrounding areas shall not be divided or developed unless adequate methods are formulated by the developer and approved by the City Council and/or Planning and Zoning Commission, upon recommendation of the City Engineer, to solve the problems created by the unsuitable land conditions. Such land shall be set aside for uses that shall not involve such a danger.
- (5) Land division name. The proposed name of the land division shall not duplicate, or too closely approximate phonetically, the name of any other land

division in the area covered by this chapter. The Planning and Zoning Commission shall have final authority to designate the name of the land division that shall be determined at Preliminary Plat approval.

(b) Lot improvements.

(1) Lot arrangement. The lot arrangement shall be such that there will be no foreseeable difficulties, for reasons of topography or other conditions, in securing building permits to build on all lots in compliance with this section or in providing driveway access to buildings on such lots from an approved street.

(2) Lot dimensions. Where lots are more than double the minimum required area for the zoning district, the Planning and Zoning Commission may require that such lots be arranged so as to allow further land division and the opening of future streets where they would be necessary to serve such potential lots, all in compliance with this chapter. In general, side lot lines shall be at right angles to street lines (or radial to curving street lines) unless a variation from this rule will give a better street or lot plan. Dimensions of corner lots shall be large enough to allow for erection of buildings, observing the minimum setbacks from both streets. Depth and width of properties reserved or laid out for business, commercial or industrial purposes shall be adequate to provide for the off-street parking and loading facilities required for the type of use and development contemplated.

(3) Double frontage lots and access to lots.

- a. Double frontage and reverse frontage lots. Double frontage and reversed frontage lots shall be avoided except where necessary to provide separation of residential development from traffic arterials or to overcome specific disadvantages of topography and orientation.
- b. Access from arterials. Lots shall not, in general, derive access exclusively from an arterial street. Where driveway access from an arterial street may be necessary for several adjoining lots, the Community Development Director or designee may require that such lots be served by a combined access drive in order to limit possible traffic hazards on such streets. Where possible, driveways should be designed and arranged so as to avoid requiring vehicles to back into traffic on arterial streets.

(c) Grading and drainage.

- a. Final grading required. No residential building permit shall be issued until final grading has been completed in accordance with the approved Final Plat.
- b. Lot drainage. Lots shall be laid out so as to provide positive drainage away from all buildings and individual lot drainage shall be coordinated with the general storm drainage pattern for the area. Drainage shall be

designed so as to avoid concentration of storm drainage water from each lot onto adjacent lots.

- (4) Debris and waste. No cut trees, debris, rocks, rubbish or other waste materials of any kind shall be buried in any land, or left or deposited on any lot or street.
- (5) Fencing. Each land divider and/or developer shall be required to furnish and install fences wherever the City Council determines that a hazardous condition may exist. The fences shall be constructed according to standards established by city staff and shall be noted as to height and material on the Final Plat.
- (6) Performance bond to include lot improvement. The performance bond or other financial guarantee shall include an amount to guarantee completion of all requirements contained in this section's regulations including, but not limited to, soil preservation, final grading, lot drainage, removal of debris and waste, fencing, and all other lot improvements required by the City Council. At the expiration of the performance bond, the City may enforce the provisions of the bond where the provisions of this section or any other applicable law, ordinance, or regulation have not been satisfied.

(d) Streets.

(1) General requirements.

- a. Frontage on improved streets. No land division shall be approved unless the area to be divided shall have frontage on, and access from, an existing street or a future street. Wherever the area to be divided is to utilize existing street frontage, such street shall be suitably improved as provided for herein.
- b. Topography and arrangement.
 - 1. Grades. Grades of streets shall conform as closely as possible to the original topography. Streets shall be arranged so as to obtain as many possible building sites above the grades of the streets unless otherwise approved by the City Engineer.
 - 2. Integration. All streets shall be properly integrated with the existing and proposed system of thoroughfares and dedicated rights-of-way as established in the General Plan.
- c. Access to arterial streets. Where a land division borders on or contains an existing or proposed arterial street, the City shall require that access to such streets be limited to local streets. Direct access to arterials shall be prohibited from residential lots.
- d. Street names. Street names shall be sufficiently different in sound and in spelling from other street names in the City so as not to cause confusion.

A street that exists or is planned as a continuation of an existing street shall bear the same name.

- e. Street names and regulatory signs. The applicant shall deposit with the City at the time of Final Plat approval an amount equal to the cost of each street sign required by the City Manager and City Engineer or their respective designee at all street intersections. Street name signs are to be placed at all intersections within or abutting the land division, the type and location of which are to be approved by the City Engineer or designee.
 - f. Streetlights. Installation of streetlights shall be required in accordance with design and specification standards approved by the City Manager and City Engineer or their designees. Light standards shall be spaced such that each intersection is provided at least one (1) light standard. All street light poles in the City of Surprise shall be powder coated.
- (2) Design standards. In order to provide for streets of suitable location, width, and improvement to accommodate prospective traffic and afford satisfactory access to police, fire protection, sanitation and street maintenance equipment, and to coordinate streets so as to compose a convenient system and avoid undue hardships to adjoining properties, the City Manager and City Engineer or their respective designee shall cause to be created design standards for all transportation infrastructure.
- (e) Sidewalks. Sidewalks shall be included within the dedicated non-pavement right-of-way of all streets. If public sidewalks are located outside of the rights-of-way, a public easement shall be recorded on the Final Plat of said path and or sidewalk.
- (f) Drainage, storm sewers and retention basins.
- (1) General requirements. The City staff or the Planning and Zoning Commission shall not recommend for approval any plat of a land division which does not make adequate provision for stormwater or floodwater runoff. The drainage system of a subdivision shall be governed by the Drainage Design Manual for Maricopa County, published by the Maricopa Flood Control District and the City of Surprise Engineering Development Standards. The stormwater drainage system shall be separate and independent of any sanitary sewer system. Storm drainage shall be accommodated in the streets, gutters, retention basins or detention basins that drain to natural washes unless otherwise indicated by the City Engineer.
- (2) Accommodation of upstream drainage areas. A culvert, gutter or other drainage facility shall in each case be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the land division. The City Engineer shall determine the necessary size of the facility, based on the provisions of the construction standards and specifications assuming conditions of maximum potential watershed development permitted by this section.

- (3) Effect on downstream drainage areas. The applicant must address the effect of each land division on existing downstream drainage facilities outside the area of the land division. The applicant must address the effect of each provide a drainage study prepared by a Professional Engineer to serve as a guide for necessary improvements. Where it is anticipated that the additional runoff incident to the development of the land division will overload an existing downstream drainage facility, the City Council may withhold approval of the land division until provision has been made for the improvement of said potential condition in such sum as the City Council shall determine. No land division shall be approved unless adequate drainage will be provided to an adequate drainage watercourse or facility. The City Engineer will determine the adequacy of the drainage facilities for purposes of Council review, but such determination will not relieve the property owner from any responsibility related to storm water or drainage; such responsibility shall remain that of the property owner.
- (4) Areas of poor drainage. Whenever a plat is submitted for an area which is subject to flooding, the City Council may approve such land division provided that the applicant fills the affected area of said land division to an elevation sufficient to place the elevation of streets and lots at a minimum of 12 inches above the elevation of the maximum probable flood, as determined by the City Engineer. The plat of such land division shall provide for an overflow zone along the bank of any stream or watercourse, of a width that shall be sufficient in times of high water to contain or move the water, and no fill shall be placed in the overflow zone nor shall any structure be erected or placed therein. The boundaries of the overflow zone shall be subject to approval by the City Engineer.
- (5) Floodplain areas. The City Council may, when it deems it necessary for the health, safety or welfare of the present and future population of the area and necessary to the conservation of water, drainage and sanitary facilities, prohibit the land division of any portion of the property which lies within the 100-year floodplain of any stream as determined by the City Engineer, the Flood Control District of Maricopa County, and/or the US Army Corps of Engineers. These floodplain areas shall be preserved from any and all destruction or damage resulting from clearing, grading or dumping of earth, waste material or stumps, except at the discretion of the City Council.

(g) Dedication of drainage easements.

- (1) Requirements. Where a land division is traversed by a watercourse, drainage way, channel or stream, a stormwater easement or drainage right-of-way shall be provided, conforming substantially to the lines of such watercourse, and of such width and construction, or both, as will be adequate for the purpose. Wherever possible, it is desirable that the drainage be maintained

by an open channel with landscaped banks and adequate width for maximum potential volume of flow.

(2) Drainage easements.

- a. Where topography or other conditions are such as to make impractical the inclusion of drainage facilities within road rights-of-way, perpetual, unobstructed easements at least 15 feet in width for such drainage facilities shall be provided across property outside the road lines and with satisfactory access to the road. Easements shall be indicated on the plat. Drainage easements shall be carried from the road to a natural watercourse or to other drainage facilities.
- b. When a proposed drainage system will carry water across private land outside the land division, appropriate drainage rights must be secured and indicated on the plat.
- c. The applicant shall dedicate, either in fee or by drainage or conservation easement, land on both sides of existing watercourses, to a distance to be determined by the City Council.
- d. Low-lying lands along watercourses subject to flooding or overflowing during storm periods, whether or not included in areas for dedication, shall be preserved and retained in their natural state as drainage ways.

(h) Water facilities.

(1) General Requirements.

- a. When necessary, action shall be taken by the applicant to extend or construct new services for the purpose of providing a water supply system capable of providing domestic water and fire protection.
- b. Where a public water main is accessible, the land divider shall install adequate water facilities (including fire hydrants) subject to the specifications of the City Engineer. All water mains shall be at least eight (8) inches in diameter.
- c. Water main extensions shall be approved by the City Engineer.
- d. To facilitate the above, the location of all fire hydrants, all water supply improvements, and the boundary lines of proposed districts, indicating all improvements proposed to be served, shall be shown on the Preliminary Plat, and the cost of installing same shall be included in the performance bond to be furnished by the developer.

(i) Sewer facilities.

- (1) Requirements. The applicant shall install sanitary sewer facilities in a manner prescribed by the Uniform Standard Details and Specifications, the City of Surprise Engineering Development Standards, and the City Engineer.

(2) Public sewerage required. Sanitary sewer facilities shall connect with public sanitary sewage system unless such connection will not be available (in the estimation of the City Engineer) for at least 20 years. Sewers shall be installed to serve each lot and to grades and sizes required by the Uniform Standard Details and Specifications and the City Engineer.

(3) Private sewerage systems.

a. Where public sanitary sewage systems are not reasonably accessible, but will become available within a reasonable time (not to exceed 20 years), the City may allow one (1) of the following alternatives:

1. Central sewerage system, the maintenance cost to be assessed against each property benefited. Where plans for future public sanitary sewerage systems exist, the applicant shall install the sewer lines, laterals, and mains to be in permanent conformance with such plans and ready for connection to such public sewer mains; or
2. Individual disposal systems; provided, the applicant shall install sanitary sewer lines, laterals and mains from the street curb to a point in the land division boundary where a future connection with the public sewer main shall be made. Sewer lines shall be laid from the house to the street line, and a connection shall be available in the home to connect from the individual disposal system to the sewer system when the public sewers become available. Such sewer systems shall be capped until ready for use and shall conform to all plans for installation of the public sewer system, where such exist, and shall be ready for connection to such public sewer main.
3. It is unlawful for the owner or occupant to inhabit the property without a method to dispose of sewerage that is acceptable to the City Engineer.

b. Where sanitary sewer systems are not reasonably accessible and will not become available for a period in excess of 20 years, the City may allow the installation of sewerage systems as follows:

1. For medium- and high-density residential districts, a central sewerage system only. No individual disposal system will be permitted. The applicant shall install all sewer lines, laterals, and mains to be permanent and ready for connection to the public sewer system, should it become available.
2. For low-density residential districts (less than one (1) dwelling unit per acre), individual disposal systems or central sewerage systems shall be used.
3. It is unlawful for the owner or occupant to inhabit the property without a method to dispose of sewerage that is acceptable to the City Engineer.

(4) Mandatory connection to public sewer system. If a public sanitary sewer is accessible and a sanitary sewer is placed in a street or alley abutting upon property, the owner thereof shall be required to connect to said sewer for the purpose of disposing of waste; and it is unlawful for any such owner or occupant to maintain upon any such property an individual sewage disposal system.

(5) Individual sewage disposal system requirements. If public sewer facilities are not available and individual disposal systems are proposed, minimum lot areas shall conform to the requirements of the rural residential, single-family residential district of this section and percolation tests and test holes shall be made as directed by the City Engineer and the results submitted to same. The individual disposal system, including the size of septic tanks and size of the tile fields or other secondary treatment device, shall also be approved by the City Engineer and Maricopa County.

(j) Utilities.

(1) Location. All utility facilities, including, but not limited to, gas, electric power, telephone and cable television shall be located underground throughout the land division. All utility facilities existing and proposed throughout the land division shall be shown on the Preliminary Plat. Underground service connections to the street property line of each platted lot shall be installed at the land divider's expense. At the discretion of the City Council, the requirement for service connections to each lot may be waived in the case of adjoining lots to be retained in single ownership and intended to be developed for the same primary use.

(2) Easements.

- a. Easements centered on rear lot lines shall be provided, where necessary, for utilities (private and municipal). Such easements shall be at least ten (10) feet wide. Proper coordination shall be established between the land divider and the applicable utility companies for the continuation of utility easements established in adjoining properties.
- b. Where topographical or other conditions are such as to make impractical the inclusion of utilities within the rear lot lines, perpetual unobstructed easements of least ten (10) feet in width shall be provided alongside lot lines with satisfactory access to the road or rear lot lines. Easements shall be indicated on the plat.

(k) Public land reservation, parks, and open space.

(1) Where a proposed park, playground, open space, or other public use shown on the General Plan and/or Parks and Trails Master Plan, is located in whole or in part in a land division, the Planning and Zoning Commission and City Council shall require that such area be shown on plats in accordance with the

requirements specified in this section. Such area or areas shall be reserved to the City by the land divider if the City Council approves such reservation.

- (2) The Planning and Zoning Commission shall require that plats show sites of a character, extent and location suitable for the development of a park, playground, or other stated public purposes.
- (3) In all new residential land divisions, a minimum of ten (10) percent of the gross area shall be reserved for public recreation space, school sites or other public use with such percentage being in addition to property reserved for streets, alleys, easements, retention, unbuildable areas, or other public ways.
- (4) The City or other public agency shall enter into an agreement on the method of acquiring such reserved land area prior to approval of the Final Plat.
- (l) Funding of long-term maintenance of common areas. Unless a public entity has accepted primary maintenance responsibility for all common areas within a land division, then the property owner/developer shall create a method, acceptable to the City Engineer and City Attorney, to provide for the long term maintenance of the common areas in perpetuity, either as the primary means of providing for the long term maintenance of the common areas, or as a backup vehicle in the event that the person or entity designated by the applicant as having primary maintenance responsibility fails to adequately carry out its duties.
- (m) Refuse collection/refuse containers. Each lot or combination of lots shall be supplied with a refuse container, at the expense of the developer or land divider, to be owned by the City, as approved by the Public Works Director or designee. Refuse container pads or curb location markers may be required in conjunction with certain development situations. The type of such containers and location of refuse pads shall be approved by the Public Works Director or designee.

FS15-490
Zoning Text Amendment
Land Divisions
Legislative Edit

04/29/2016

Sec. 122-115. – ~~Subdivision~~ **LAND DIVISION — General.**

The ~~subdivision~~ **LAND DIVISION** process ensures that a project is on a legally subdivided lot that has proper space for certain kinds of development and the required utility easements, **ACCESS**, and roadways. Specific ~~subdivision~~ **LAND DIVISION** considerations include the shape of a site, lot and/or tract size, circulation, street layout, drainage and grading, and floodplain concerns. **RECORDING A CHANGE WITH THE MARICOPA COUNTY RECORDER'S OFFICE, WITHOUT ALSO FOLLOWING THE PROVISIONS OF THIS ORDINANCE WILL NOT CREATE A LEGAL LOT.**

Additionally, ~~subdivision~~ **LAND DIVISION** projects are reviewed to address any environmental concerns that may arise. These include water quality, tree, vegetation and habitat maintenance, and the protection of critical environmental features. **WE ALSO PLAN FOR NECESSARY UTILITIES IN THE LAND DIVISION PROCESS.** ~~Utilities are also planned for in the subdivision process.~~ These considerations include the extension of transmission lines, distribution of water and wastewater lines, or on-site service.

~~(a) Overview. The subdivision regulations, shall apply to a proposed division of improved or unimproved land or lands divided for the purpose of financing, sale or lease, whether immediately or in the future, into two or more lots, tracts or parcels of land, or any such property, the boundaries of which have been fixed by a recorded plat, which is divided into more than two parts.~~

~~Subdivision also includes any condominium, cooperative, community apartment, townhouse or similar project containing two or more parcels, in which an undivided interest in the land is coupled with the right of exclusive occupancy of any unit located thereon, but plats of such projects need not show the buildings or the manner in which the buildings or airspace above the property shown on the plat are to be divided. All properties in the City of Surprise may not be split or "subdivided" by recording a meets and bounds description or any other means other than through a final plat subdivision approved by the Surprise City Council.~~

(a) OVERVIEW. THE LAND DIVISION REGULATIONS APPLY TO SUBDIVISIONS AND ANY OTHER DIVISION OF LAND WITHIN THE CITY OF SURPRISE CREATING A LEGALLY DEVELOPABLE LOT. FOR A LEGALLY

ENFORCEABLE DIVISION OR ASSEMBLAGE OF PROPERTY TO OCCUR IN THE CITY OF SURPRISE, ANY PROPERTIES ASSEMBLED, SPLIT, OR SUBDIVIDED MUST BE APPROVED BY THE CITY THROUGH ONE (1) OF THE FOLLOWING MEANS:

(1) MAP OF DEDICATION:

(2) MINOR LAND DIVISION, LOT LINE ADJUSTMENT, OR PARCEL ASSEMBLAGE:

(3) STANDARD LAND DIVISION.

(b) ALL LAND DIVISIONS WILL BE DESIGNED TO COMPLY WITH THE REQUIREMENTS OF THE SPECIFIC ZONING DISTRICT WITHIN WHICH IT IS LOCATED.

(c) ALL CREATED LOTS WILL HAVE ACCESS TO PUBLIC ROADS.

(d) ALL CREATED LOTS WILL HAVE ADEQUATE ACCESS TO ALL UTILITIES NECESSARY FOR THE DEVELOPMENT PROPOSED ON THE PROPERTY BEING DIVIDED.

(e) ~~(b)~~ Exceptions.

(1) ~~(2)~~ The leasing of apartments, offices, stores or similar space within a building or trailer park, nor to mineral, oil or gas leases.

(2) ~~(3)~~ Any division of land that creates cemetery lots or columbarium units.

SEC. 122-115.1. – MAP OF DEDICATION.

(a) DEFINITION. A MAP OF DEDICATION MAY BE USED TO DEDICATE LAND TO THE CITY OR OTHER PUBLIC AGENCY OR TO GRANT AN EASEMENT TO THE CITY FOR ROADWAY, DRAINAGE, FLOOD CONTROL, UTILITIES, EMERGENCY OR SERVICE VEHICLE ACCESS, OR OTHER PUBLIC USES.

(b) A MAP OF DEDICATION WILL NOT BE USED TO CREATE ANY NEW LOTS OWNED OR TO BE OWNED BY ANY PERSON NOT A PUBLIC AGENCY.

(c) A MAP OF DEDICATION WILL BE PREPARED AND PROCESSED IN ACCORDANCE WITH PROCEDURES AND REQUIREMENTS SET FORTH HEREIN FOR A STANDARD LAND DIVISION FINAL PLAT OUTLINED IN SECTION 122-116.3 (E) AND WILL REQUIRE A RESOLUTION FOR CITY COUNCIL APPROVAL.

SEC. 122-115.2. – MINOR LAND DIVISION, LOT LINE ADJUSTMENT, OR PARCEL ASSEMBLAGE.

(a) DEFINITION. A MINOR LAND DIVISION IS A DIVISION OF LAND WITHIN THE CITY WHICH RESULTS IN THE DIVISION OF IMPROVED OR UNIMPROVED LAND OR LANDS FOR THE PURPOSE OF FINANCING, SALE, OR LEASE, WHETHER IMMEDIATE OR FUTURE, INTO THREE (3) OR LESS LOTS.

TRACTS, OR PARCELS OF LAND WITH NO PUBLIC DEDICATION OF PROPERTY.

(b) DEFINITION. A LOT LINE ADJUSTMENT IS A PROCEDURE THAT MAY BE USED AS A METHOD FOR MAKING MINOR REVISIONS TO PROPERTY LINES BETWEEN TWO (2) OR MORE EXISTING PARCELS. LOT LINE ADJUSTMENT IS NOT A PROCEDURE FOR DIVIDING PROPERTY.

(c) DEFINITION. A PARCEL ASSEMBLAGE IS A COMBINATION OF LAND WITHIN THE CITY WHICH RESULTS IN THE ASSEMBLAGE OF IMPROVED OR UNIMPROVED LAND FOR THE PURPOSE OF FINANCING, SALE, OR LEASE, WHETHER IMMEDIATE OR FUTURE, FROM THREE (3) OR LESS LOTS, TRACTS, OR PARCELS OF LAND WITH NO PUBLIC DEDICATION OF PROPERTY, INTO A SINGLE PROPERTY.

(d) THE PROVISIONS OF A MINOR LAND DIVISION WILL ONLY APPLY TO ORIGINAL LOTS. AN ORIGINAL LOT MEANS ANY EXISTING LOT PARCEL TRACT OF LAND OR COMBINATION THEREOF IDENTIFIED IN THE OFFICIAL RECORDS OF THE MARICOPA COUNTY RECORDER AS OF THE ANNEXATION OF THE PROPERTY INTO THE CORPORATE LIMITS OF THE CITY OR THE PASSAGE OF ORDINANCE NUMBER 86-7, ON DECEMBER 24, 1986, WHICHEVER IS LATER.

(e) THE COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE WILL REQUIRE SUBMITTAL REQUIREMENTS DETERMINED NECESSARY FOR APPROPRIATE REVIEW OF THE PROJECT.

(f) IF THE COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE FINDS THAT THE PROPOSED MINOR LAND DIVISION, LOT LINE ADJUSTMENT, OR PARCEL ASSEMBLAGE MEETS ALL OF THE REQUIREMENTS OF THIS CODE, THE MINOR LAND DIVISION, LOT LINE ADJUSTMENT, OR PARCEL ASSEMBLAGE WILL BE APPROVED. THE COMMUNITY DEVELOPMENT DIRECTOR AND CITY ENGINEER WILL SIGN THE CERTIFICATE OF APPROVAL UPON THE PLAT IN THE FOLLOWING FORMAT:

APPROVALS

DATA ON THIS PLAT WAS REVIEWED AND APPROVED THIS DAY OF
 , 20 BY THE CITY ENGINEER OF SURPRISE, ARIZONA

BY:

CITY ENGINEER

DATA ON THIS PLAT WAS REVIEWED AND APPROVED THIS DAY OF
 , 20 BY THE COMMUNITY DEVELOPMENT DIRECTOR OF SURPRISE,
ARIZONA

BY:

COMMUNITY DEVELOPMENT DIRECTOR

(g) AFTER APPROVAL OF THE MINOR LAND DIVISION, LOT LINE ADJUSTMENT, OR PARCEL ASSEMBLAGE, THE APPLICANT WILL PAY TO THE CITY THE FEE CHARGED BY THE MARICOPA COUNTY RECORDER FOR THE RECORDATION OF THE PLAT.

(h) AN APPLICANT AGGRIEVED BY THE DECISION OF THE COMMUNITY DEVELOPMENT DIRECTOR MAY FILE FOR AN APPEAL TO THE BOARD OF ADJUSTMENTS.

SEC. 122-116.3 – STANDARD LAND DIVISION.

(a) DEFINITION. A STANDARD LAND DIVISION SHALL INCLUDE THE FOLLOWING:

(1) A PROPOSED DIVISION OF IMPROVED OR UNIMPROVED LAND OR LANDS DIVIDED FOR THE PURPOSE OF FINANCING, SALE OR LEASE, WHETHER IMMEDIATELY OR IN THE FUTURE, INTO FOUR (4) OR MORE LOTS, TRACTS OR PARCELS OF LAND, OR ANY SUCH PROPERTY, THE BOUNDARIES OF WHICH HAVE BEEN FIXED BY A RECORDED PLAT, WHICH IS DIVIDED INTO MORE THAN FOUR (4) PARTS.

(2) IF A NEW STREET IS INVOLVED, A PROPOSED DIVISION OF IMPROVED OR UNIMPROVED LAND OR LANDS DIVIDED FOR THE PURPOSE OF FINANCING, SALE OR LEASE, WHETHER IMMEDIATELY OR IN THE FUTURE, WHICH IS DIVIDED INTO TWO (2) OR MORE LOTS, TRACTS OR PARCELS OF LAND.

(3) IF THE BOUNDARIES OF WHICH HAVE BEEN FIXED BY A RECORDED PLAT, A PROPOSED DIVISION INTO MORE THAN TWO (2) PARTS OF IMPROVED OR UNIMPROVED LAND OR LANDS DIVIDED FOR THE PURPOSE OF FINANCING, SALE OR LEASE, WHETHER IMMEDIATELY OR IN THE FUTURE.

(4) A STANDARD LAND DIVISIONS ALSO INCLUDE ANY CONDOMINIUM, COOPERATIVE, COMMUNITY APARTMENT, TOWNHOUSE OR SIMILAR PROJECT CONTAINING TWO (2) OR MORE PARCELS, IN WHICH AN UNDIVIDED INTEREST IN THE LAND IS COUPLED WITH THE RIGHT OF EXCLUSIVE OCCUPANCY OF ANY UNIT LOCATED THEREON, BUT PLATS OF SUCH PROJECTS NEED NOT SHOW THE BUILDINGS OR THE MANNER IN WHICH THE BUILDINGS OR AIRSPACE ABOVE THE PROPERTY SHOWN ON THE PLAT ARE TO BE DIVIDED.

(b) THE STANDARD LAND DIVISION UTILIZES A PRELIMINARY PLAT AND FINAL PLAT PROCESS UNLESS THE PROJECT QUALIFIES FOR AN ALTERNATE PROCESS UNDER SECTION (E), BELOW. THE COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE MAY ALLOW A CONCURRENT SUBMITTAL OF BOTH THE PRELIMINARY AND FINAL PLATS WHEN, IN THEIR JUDGEMENT, THE PROJECT SCOPE IS MINOR AND WILL NOT

REQUIRE PROBLEMATIC COORDINATION BETWEEN THE PRELIMINARY AND FINAL PLAT.

(c) ~~Section 122-116~~ - Preliminary Plat

(1) **DEFINITION.** The Preliminary Plat stage of land ~~sub~~division involves detailed ~~subdivision~~ **LAND DIVISION** planning, including the submittal, review, and approval of the ~~P~~preliminary ~~P~~plat. **THE APPLICANT SHALL PROVIDE THE CITY** ~~The applicant shall provide the community development department~~ with all with all information essential to determine the character and general acceptability of the proposed development.

(2) **THE COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE WILL REQUIRE SUBMITTAL REQUIREMENTS DETERMINED NECESSARY FOR APPROPRIATE REVIEW OF THE PROJECT.**

(3) ~~(1) At the commission meeting shall recommend that the preliminary plat be approved, disapproved, or approved with conditions. Additionally, the commission may table, postpone, or take other lawful action with respect to the preliminary plat. Within ten days after adopting a recommendation, the commission shall notify the applicant of its recommendation and forward the recommendation to the city council.~~ **THE PLANNING AND ZONING COMMISSION SHALL RECOMMEND THAT THE PRELIMINARY PLAT BE APPROVED, DISAPPROVED, OR APPROVED WITH CONDITIONS. ADDITIONALLY, THE COMMISSION MAY TABLE, POSTPONE, OR TAKE OTHER LAWFUL ACTION WITH RESPECT TO THE PRELIMINARY PLAT. THE COMMISSION SHALL NOTIFY THE APPLICANT OF ITS DETERMINATION.**

(4) ~~(2) After receiving the commission's recommendation, the city council shall schedule a public hearing and action on the matter within the next two regularly scheduled council meetings, at which the matter may reasonably be heard. At least seven days prior to the date of the public hearing, the city manager or designee shall give notice thereof to the applicant and to all persons who were entitled to receive notice of the planning and zoning commission's consideration of the preliminary plat. After the public hearing, the city council may take final action with respect to the preliminary plat. The council's action may include approval, disapproval, approval with conditions, tabling, postponement, or any other lawful action. The council may consider, but shall not be bound by, the planning and zoning commission's recommendation.~~ **AFTER RECEIVING THE PLANNING AND ZONING COMMISSION'S RECOMMENDATION, A PUBLIC HEARING AND ACTION WILL BE SCHEDULED FOR THE CITY COUNCIL. AFTER THE PUBLIC HEARING, THE CITY COUNCIL MAY TAKE FINAL ACTION WITH RESPECT TO THE PRELIMINARY PLAT. THE COUNCIL'S ACTION MAY INCLUDE APPROVAL, DISAPPROVAL, APPROVAL WITH CONDITIONS, TABLING, POSTPONEMENT, OR ANY OTHER LAWFUL ACTION. THE**

COUNCIL MAY CONSIDER, BUT SHALL NOT BE BOUND BY, THE PLANNING AND ZONING COMMISSION'S RECOMMENDATION.

- (5) ~~(3) Approval of the preliminary plat by the city council shall be effective for one year from the date of approval. The applicant may apply in writing for up to a six-month extension and the city manager or designee may, for good cause shown, grant up to a six-month extension. Any land area for which a preliminary plat has been approved and for which a final plat has not been submitted within 12 months (18 months if the extension is approved by the city manager or designee) from the date of the approval of the preliminary plat, shall not be allowed to proceed with final platting until a new preliminary plat is submitted and approved.~~ **THE PRELIMINARY PLAT SHALL BE EFFECTIVE FOR ONE (1) YEAR FROM THE DATE OF APPROVAL. THE APPLICANT MAY APPLY IN WRITING FOR A SINGLE, ONE (1) YEAR EXTENSION TO BE GRANTED BY THE CITY MANAGER OR DESIGNEE FOR GOOD CAUSE SHOWN. A PRELIMINARY PLAT WHICH HAS BEEN APPROVED AND FOR WHICH A FINAL PLAT HAS NOT BEEN SUBMITTED AND APPROVED WITHIN 12 MONTHS (24 MONTHS IF AN EXTENSION IS APPROVED BY THE CITY MANAGER OR DESIGNEE) FROM THE DATE OF THE APPROVAL OF THE PRELIMINARY PLAT, SHALL EXPIRE AND SUCH LAND AREA SHALL NOT BE ALLOWED TO PROCEED WITH FINAL PLATTING UNTIL A NEW PRELIMINARY PLAT IS SUBMITTED AND APPROVED.**

(d) ~~Sec. 112-117.~~ Final Plat

~~A final plat is a subdivision or drawing intended for recordation in the plat records of the county in which the subdivision is located.~~

~~(a) Approval criteria.~~

- ~~(1) Preliminary plat conformance. The final plat shall conform to the approved preliminary plat and/or site plan/conditional use permit.~~
- ~~(2) Development standards. No final plat that creates a substandard or nonconforming lot or structure shall be approved except by city council action.~~
- ~~(3) Engineering and construction. The final plat shall not be recorded nor shall any permanent improvement work commence until the city engineer has approved all engineering and improvement plans for the recorded improvements in accordance with the engineering development standards.~~
- ~~(4) Development guarantee and administration.~~
- ~~a. Prior to approval of final plat. Prior to the approval of any final plat by the city council, the subdivider shall either:~~
- ~~1. Guarantee the installation of the necessary public facilities by complying with the provisions herein regarding financial guarantees of improvements; or~~

~~2. Execute a standard contract on forms provided by the city and request that the city council proceed according to the provisions herein regarding delaying the recording of the final plat until improvements are installed and approved. The time specified for the completion of the required improvements shall not exceed 12 months from the date the final plat was approved by the city council. Requests for extensions may be approved by the city council.~~

~~b. Release of development guarantee. As improvements are completed, inspected and approved by the city engineer, the subdivider may apply to the city for a release of any collateral deposited with the city.~~

~~c. Design by professional engineer. All public improvements must be designed by a professional engineer, licensed to do such work in the state.~~

~~d. On-site representative. The developer shall designate, in writing, the name of the agent who shall be available at all times during its progress and who shall not be replaced without a written notice to the city engineer. The agent will be the developer's representative at the site and shall have the authority to act on the developer's behalf.~~

~~(b) Supporting material required for final plat/final plat amendment review:~~

~~(1) Drainage collection and retention plan and report. A drainage plan and report for the site in question and all pertinent off-site areas shall be prepared by a licensed engineer. The report shall examine 100-year storm flows (Q 100's), the 100-year high-water mark of any river, creek, arroyo, gully, diversion ditch, spillway, reservoir, etc., that may in any way affect the project area, along with the depth of flow for 100-year runoff, and designs to ensure compliance with the Drainage Design Manuals for Maricopa County. Intensities for retention calculations shall be for this area's two-hour 100-year storm based upon the Drainage Design Manuals for Maricopa County or a minimum of 2.8 inches, whichever is greater. A certificate shall be provided, signed, and sealed by a registered professional engineer that all drainage facilities, utilizing gutters and streets, are designed and sized to handle 100 percent of the Q 100 runoff.~~

~~(2) Stormwater collection. Every effort shall be made to utilize the natural slope of the land for the stormwater collection system. Subsurface drainage systems shall be discouraged, but where necessary shall be a minimum of 15 inches in diameter. Wherever possible, runoff shall be collected in depressed open areas throughout the proposed land development project. The plan shall include but not be limited to the following:~~

~~a. Method of collection (surface and/or subsurface);~~

~~b. Depth, side slopes and area of retention;~~

- c. ~~Calculations of volume held and required;~~
 - d. ~~High water elevation;~~
 - e. ~~Method of disposal of water within 36 hours;~~
 - f. ~~Any other data to form a complete plan.~~
- (3) ~~[Point of drainage.] The point or points in which natural drainage flows from a property prior to development shall remain the same after the property has been altered for the development.~~
- (4) ~~Soils report. A soils report for the site in question and pertinent off-site areas shall be prepared by a licensed engineer. The report shall indicate the type and location of soils, using the unified soil classification system, shall contain drill logs and swell consolidation curves, and shall contain a discussion of any present or potential hazards associated with soils on the site along with measures which could be taken to mitigate such hazards. In addition, the soils report shall contain recommendations on subsurface area drains and peripheral drains, foundation design, erosion control measures and surface drainage.~~
- (5) ~~Grading, drainage and development plan. A grading, drainage and development plan shall be prepared at a scale of one inch equals 100 feet or larger, showing proposed rights-of-way, easements, walkways, parks, common areas, roadways, waterlines and reservoirs, sewer lines, manholes and treatment facilities, curbs and gutters, culverts, drains, stormwater detention and retention basins, swales, ditches and other drainage devices, spot top of curb elevations, high and low street points, drainage arrows, street plans, all drainage areas and acreages, all 100-year storm flows (Q 100's) adjacent to and/or flowing onto the development and on-site at each surface flow junction, stormwater pickup and takeoff points designed to handle 100-year flow on the surface, cross sections and high-water elevations for all 100-year flows. Spot elevations shall be given for all inverts, low points and flowing entry and exit points. For residential subdivisions, all minimum building setbacks shall be shown. No 100-year flow line shall encroach upon any minimum setback line.~~
- (6) ~~Construction plans and details. Construction plans and details must be prepared by a registered professional engineer in the state and shall provide for all improvements indicated on the grading, drainage and development plan, including right of way and easement cross sections showing construction and placement of streets, walks, curbs, gutters, medians, lighting standards, swales, ditches, utilities, planting strips and property lines; details of hydrants, valves, manholes, pipe junctions, pumps, thrust blocking, catchbasins, etc.; street profiles showing natural and finish grades, centerline and both curbs, with a recommended minimum vertical scale of one inch equals 50 feet; sanitary sewer line and manhole profiles with natural and~~

- ~~finish grades, showing area under drains, if applicable, and the location of gravity outfall lines; storm drainage system profiles showing natural and finish grade; erosion control and revegetation details and other details as necessary to adequately convey the design intent. Quantity takeoffs shall also be provided.~~
- ~~(7) Deeds. When required by the city, assurance that a warranty deed or other acceptable instrument conveying to the city or other appropriate public agency any public lands other than streets, alleys or easements shown on the final plat and title insurance if required by the city on the subject parcel shall be presented to the city upon approval of the final plat. The method of assurance will be approval by the city attorney.~~
- ~~(8) Title opinion. Evidence satisfactory to the city must be submitted showing all taxes and assessments due on the property to be subdivided to be paid in full, showing title or control of the property to be subdivided, and showing the property to be subdivided as free and clear of any liens. An attorney's title opinion or ownership and encumbrance report from a land title company shall be considered satisfactory evidence.~~
- ~~(9) Floodplain. If a subdivision lies within a 100-year floodplain, the following statement shall appear on the face of the final plat and all contracts and agreements relating to the subdivision: "This subdivision is (or the following lots are) located in the 100-year floodplain as defined by the United States Department of Housing and Urban Development."~~
- ~~(10) Financial guarantee. A contractor's performance bond or other financial guarantee acceptable to the city to guarantee the complete and timely development of any facilities or improvements which are the subdivider's responsibility shall be submitted as described herein.~~
- ~~(11) Petition for streetlight improvement district. A petition to initiate the formation of a streetlight improvement district (SLID) for the operation costs associated with the streetlights contained within the plat along all collector or local streets regardless of zoning shall be completed per the current SLID application and SLID policy requirements, unless approved otherwise by the city engineer. Parkway and arterial roadway cross sections as depicted in the transportation plan will not be part of a SLID. The subdivider is responsible for executing a petition form, signed by the property owner, for the formation of the district. Included as exhibits to the petition shall be a legal description of the plat boundaries extending to the centerline of all perimeter streets for use in district identification, a map of the district, a description of the streetlight facilities, the electricity rates established by the utility provider and all other material as specified in the SLID application. At the discretion of the city Engineer, an association may be formed, in lieu of a streetlight improvement district, for the streetlight operation and maintenance costs.~~

~~(12) Staff review. Upon submittal of all required supporting materials and the final plat, the city manager or designee shall review them for completeness to determine whether a complete final plat submittal has been made and shall refer the material to appropriate agencies for review and comment. Upon being notified of the comments and any necessary approvals of reviewing agencies and determining that the final plat is in substantial compliance with the approved preliminary plat, the city manager or designee shall forward the final plat, comments and approvals of reviewing agencies, and the pertinent supporting materials to the council. Incomplete final plats, or final plats for which necessary approvals have not been secured, shall not be forwarded to council for action.~~

~~(13) City council action. The city council shall either approve the final plat or disapprove the final plat and notify the subdivider of the conditions to be met to gain approval. If a disapproved final plat is modified and resubmitted to the city council at a later date for their consideration, the council may require the concurrent submittal of an updated ownership and encumbrance report or title opinion. The final plat will require city council approval prior to recordation with county.~~

~~(c) Final plat amendment and corrected plat:~~

~~(1) If, after the approval and recording of a final plat, errors are found in the language or numbers on the recorded plat, the subdivider shall file a properly signed, corrected or revised original Mylar with the city manager or designee. The plat shall be noted "corrected plat" under the name of the subdivision. Notations shall be made on the face of the plat listing all corrections made and the book and page numbers where the original plat was recorded. The director shall review the plat for corrections, secure the signatures of the proper public officials on the corrected plat and present the plat to the city council for the reaffirmation of their approval and to the county clerk for recording. The recording of the corrected plat shall void the incorrect original plat, and the county clerk shall note "void" across the face of the incorrect plat.~~

~~(2) If, after the approval and recording of a final plat, a subdivider wishes to create additional lots from an approved final plat, modify the location of lot lines on part or all of the recorded plat, the subdivider shall submit a new final plat drawing with the lotting arrangement revised, unless the change is found to be substantial, a new preliminary plat and final plat may be required as described herein. The plat shall be marked the "resubdivision of _____" under the name of the subdivision and shall be processed as a final plat.~~

~~(3) If, after the approval and recording of a final plat, a subdivider wishes to substantially change the street and lotting arrangement of a part or all of the platted area, the resulting subdivision shall be treated as a new submittal with~~

~~both a preliminary plat and a final plat required. The subdivision shall be identified as the "resubdivision of _____."~~

- (1) DEFINITION. A FINAL PLAT IS A DRAWING OF A PORTION OF THE CITY SHOWING THE LOCATION AND BOUNDARIES OF INDIVIDUAL PARCELS OF LAND INTENDED FOR RECORDATION IN THE PLAT RECORDS OF THE COUNTY IN WHICH THE LAND DIVISION IS LOCATED.
- (2) NO FINAL PLAT THAT CREATES A SUBSTANDARD OR NONCONFORMING LOT OR STRUCTURE SHALL BE APPROVED EXCEPT BY SEPARATE CITY COUNCIL ACTION.
- (3) THE COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE WILL ESTABLISH SUBMITTAL REQUIREMENTS DETERMINED NECESSARY FOR APPROPRIATE REVIEW OF THE PROJECT.
- (4) PRELIMINARY PLAT CONFORMANCE. THE FINAL PLAT SHALL CONFORM TO THE APPROVED PRELIMINARY PLAT AND/OR SITE PLAN/CONDITIONAL USE PERMIT.
- (5) CITY COUNCIL ACTION. THE CITY COUNCIL SHALL EITHER APPROVE THE FINAL PLAT OR DISAPPROVE THE FINAL PLAT AND NOTIFY THE LAND DIVIDER OF THE CONDITIONS TO BE MET TO GAIN APPROVAL. IF A DISAPPROVED FINAL PLAT IS MODIFIED AND RESUBMITTED TO THE CITY COUNCIL FOR THEIR CONSIDERATION NO LATER THAN ONE (1) YEAR FROM DATE OF DISAPPROVAL, THE COUNCIL MAY REQUIRE THE CONCURRENT SUBMITTAL OF AN UPDATED OWNERSHIP AND ENCUMBRANCE REPORT OR TITLE OPINION. THE FINAL PLAT WILL REQUIRE CITY COUNCIL APPROVAL PRIOR TO RECORDATION WITH MARICOPA COUNTY RECORDER.
- (6) THE MAYOR SHALL NOT SIGN THE PLAT UNTIL THE REQUIREMENTS OF THIS SUBSECTION HAVE BEEN SATISFIED.
- (7) THE FINAL PLAT WILL BE RECORDED BY CITY STAFF WITHIN TWO (2) BUSINESS DAYS OF APPROVAL.
- (8) FINAL PLAT AMENDMENT AND CORRECTED PLAT.
 - a. IF, AFTER THE APPROVAL AND RECORDING OF A FINAL PLAT, ERRORS ARE FOUND IN THE LANGUAGE OR NUMBERS ON THE RECORDED PLAT, THE LAND DIVIDER SHALL FILE A PROPERLY SIGNED, CORRECTED OR REVISED ORIGINAL MYLAR WITH THE COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE. THE PLAT SHALL BE NOTED "CORRECTED PLAT" UNDER THE NAME OF THE LAND DIVISION. NOTATIONS SHALL BE MADE ON THE FACE OF THE PLAT LISTING ALL CORRECTIONS MADE AND THE BOOK AND PAGE NUMBERS WHERE THE ORIGINAL PLAT WAS RECORDED. THE COMMUNITY DEVELOPMENT DIRECTOR SHALL REVIEW THE PLAT

FOR CORRECTIONS, SECURE THE SIGNATURES OF THE PROPER PUBLIC OFFICIALS ON THE CORRECTED PLAT AND PRESENT THE PLAT TO THE CITY COUNCIL FOR THE REAFFIRMATION OF THEIR APPROVAL AND TO THE MARICOPA COUNTY RECORDER FOR RECORDING. THE RECORDING OF THE CORRECTED PLAT SHALL VOID THE INCORRECT ORIGINAL PLAT, AND THE MARICOPA COUNTY RECORDER SHALL NOTE "VOID" ACROSS THE FACE OF THE INCORRECT PLAT.

b. IF, AFTER THE APPROVAL AND RECORDING OF A FINAL PLAT, A LAND DIVIDER WISHES TO CREATE ADDITIONAL LOTS FROM AN APPROVED FINAL PLAT, OR MODIFY THE LOCATION OF LOT LINES ON PART OR ALL OF THE RECORDED PLAT, THE LAND DIVIDER SHALL SUBMIT A NEW FINAL PLAT DRAWING WITH THE REVISED LOTTING ARRANGEMENT. THE PLAT SHALL BE MARKED THE "REPLAT OF _____" UNDER THE NAME OF THE LAND DIVISION AND SHALL BE PROCESSED AS A FINAL PLAT. IF THE CHANGE IS FOUND TO BE SUBSTANTIAL BY THE CITY MANAGER OR DESIGNEE, A NEW PRELIMINARY PLAT AND FINAL PLAT WILL BE REQUIRED AS DESCRIBED HEREIN.

c. IF, AFTER THE APPROVAL AND RECORDING OF A FINAL PLAT, THE ENTITY REQUESTING THE LAND DIVISION WISHES TO SUBSTANTIALLY CHANGE THE STREET AND LOTTING ARRANGEMENT OF A PART OR ALL OF THE PLATTED AREA, THE RESULTING LAND DIVISION SHALL BE TREATED AS A NEW SUBMITTAL WITH BOTH A PRELIMINARY PLAT AND A FINAL PLAT REQUIRED. THE LAND DIVISION SHALL BE IDENTIFIED AS THE "REPLAT OF _____."

(e) EXCEPTION. FOR ANY SUBDIVISION THAT CONSISTS OF FOUR TO TEN LOTS, TRACTS OR PARCELS, EACH OF WHICH COMPLIES WITH THE SIZE REQUIREMENTS OF THIS SUDC, IT MAY PROCEED WITHOUT THE REQUIREMENT TO PREPARE, SUBMIT AND RECEIVE APPROVAL OF A PRELIMINARY PLAT AS A CONDITION PRECEDENT TO SUBMITTING A FINAL PLAT. REQUIREMENTS FOR DUST-CONTROLLED ACCESS AND DRAINAGE IMPROVEMENTS SHALL NOT BE WAIVED.

Sec. 122-118. - Assurances for Improvement Completion.

(a) Financial and other guarantees and improvements.

~~(1) The city council shall require that the applicant provide a financial guarantee to the city prior to recording the final plat in an amount sufficient to secure to the city the satisfactory construction, installation, and dedication of the required street, utility, drainage and other improvements, including any portions of such improvements which are located upon individual lots. The~~

~~amount of the financial guarantee shall be 125 percent of the total cost necessary to complete the required improvements, including but not limited to the costs of labor and materials, permits, management fees, insurance costs and any other capital costs. On-site improvements may include, but are not necessarily limited to, streetlights, landscaping, drainage facilities, collector roads, curb, gutter and sidewalks, perimeter walls, water and sewer distribution lines and common area improvements.~~

- (1) 30 DAYS PRIOR TO THE FORMAL DETERMINATION OF LAND DIVISIONS AND FINAL PLATS BY THE CITY COUNCIL, THE APPLICANT WILL PROVIDE A FINANCIAL GUARANTEE TO THE CITY IN AN AMOUNT SUFFICIENT TO SECURE TO THE CITY THE SATISFACTORY CONSTRUCTION, INSTALLATION, AND DEDICATION OF THE REQUIRED STREET, UTILITY, DRAINAGE, AND OTHER IMPROVEMENTS, INCLUDING ANY PORTIONS OF SUCH IMPROVEMENTS WHICH ARE LOCATED IN PUBLIC RIGHTS-OF-WAY, EASEMENTS, AND UPON INDIVIDUAL LOTS. IF PLATS ARE APPROVED ADMINISTRATIVELY, APPLICANT MUST SUBMIT ANY REQUIRED FINANCIAL ASSURANCES OR OTHER GUARANTEES PRIOR TO OBTAINING FORMAL PLAT APPROVAL. THE AMOUNT OF THE FINANCIAL GUARANTEE SHALL BE 125 PERCENT OF THE TOTAL COST NECESSARY TO COMPLETE THE REQUIRED IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO THE COSTS OF LABOR AND MATERIALS, PERMITS, MANAGEMENT FEES, INSURANCE COSTS AND ANY OTHER CAPITAL COSTS. IMPROVEMENTS MAY INCLUDE, BUT ARE NOT NECESSARILY LIMITED TO, STREETLIGHTS, LANDSCAPING, DRAINAGE FACILITIES, CURB, GUTTER AND SIDEWALKS, PERIMETER WALLS, WATER AND SEWER DISTRIBUTION LINES, AND COMMON AREA IMPROVEMENTS.

- ~~(2) The financial or other guarantee shall comply with all requirements of law and the type of guarantee shall be satisfactory to the city manager or designee. The guarantee shall be satisfactory to the city attorney or his designee as to form, sufficiency and manner of execution. The period within which required improvements must be completed shall be specified by the city council in the resolution approving the final plat and shall be incorporated into the financial or other guarantee. If no such period is specified, the required improvements must be completed within 12 months after the date of final plat approval. The financial or other guarantee shall be approved by the city manager and city attorney or their respective designees as to surety of the guarantee and conditions satisfactory to the stipulations contained with the final plat approved by the city council. The city manager or designee may, upon proof of difficulty, recommend to the city council, and the council may approve, an extension of the completion date for a maximum period of one additional year. After a final plat has been recorded, the city council may, in its discretion, allow an applicant to substitute one type of guarantee for another.~~

(2) THE FINANCIAL GUARANTEE SHALL COMPLY WITH ALL REQUIREMENTS OF LAW AND THE TYPE OF GUARANTEE SHALL BE SATISFACTORY TO THE COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE. THE GUARANTEE SHALL BE SATISFACTORY TO THE CITY ATTORNEY OR THEIR RESPECTIVE DESIGNEE AS TO FORM, SUFFICIENCY AND MANNER OF EXECUTION. THE PERIOD WITHIN WHICH REQUIRED IMPROVEMENTS MUST BE COMPLETED SHALL BE 12 MONTHS AFTER THE DATE OF FINAL PLAT APPROVAL BY CITY COUNCIL. THE FINANCIAL OR OTHER GUARANTEE SHALL BE APPROVED BY THE CITY MANAGER AND CITY ATTORNEY OR THEIR RESPECTIVE DESIGNEES AND CONDITIONS SATISFACTORY TO THE STIPULATIONS CONTAINED WITH THE FINAL PLAT APPROVED BY THE CITY COUNCIL. THE CITY MANAGER OR DESIGNEE MAY, UPON PROOF OF DIFFICULTY, RECOMMEND TO THE CITY COUNCIL, AND THE COUNCIL MAY APPROVE, AN EXTENSION OF THE COMPLETION DATE FOR A MAXIMUM PERIOD OF ONE (1) ADDITIONAL YEAR. AFTER A FINAL PLAT HAS BEEN RECORDED, THE CITY COUNCIL MAY, IN ITS DISCRETION, ALLOW AN APPLICANT TO SUBSTITUTE ONE TYPE OF GUARANTEE FOR ANOTHER.

~~(3) This section in no way limits A.R.S. § 34-222 et seq., including but not limited to that statute's requirements with respect to financial assurance for public projects.~~

(3) NOTHING IN THIS SECTION MAY BE INTERPRETED TO LIMIT THE APPLICATION OF A.R.S. § 34-222 ET SEQ., INCLUDING BUT NOT LIMITED TO THAT STATUTE'S REQUIREMENTS WITH RESPECT TO FINANCIAL ASSURANCE FOR PUBLIC PROJECTS.

~~(4) Temporary improvement. The applicant shall pay for all costs of constructing and removing temporary facilities and improvements required by the city council and shall maintain the same for the period specified by the city council. Prior to construction of any temporary facility or improvement the applicant shall file with the city manager or designee a separate, suitable, financial or other guarantee, which guarantee shall ensure that the temporary facility or improvement will be properly constructed, maintained and removed.~~

(4) TEMPORARY IMPROVEMENT. THE APPLICANT SHALL PAY FOR ALL COSTS OF CONSTRUCTING AND REMOVING TEMPORARY FACILITIES AND IMPROVEMENTS REQUIRED BY THE CITY COUNCIL AND SHALL MAINTAIN THE SAME FOR THE PERIOD OF CONSTRUCTION. PRIOR TO CONSTRUCTION OF ANY TEMPORARY FACILITY OR IMPROVEMENT, THE APPLICANT SHALL FILE WITH THE COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE A SUITABLE, FINANCIAL OR OTHER GUARANTEE, SEPARATE FROM AND IN ADDITION TO ANY GUARANTEE OR ASSURANCE REQUIRED FOR PERMANENT

IMPROVEMENTS, WHICH GUARANTEE SHALL ENSURE THAT THE TEMPORARY FACILITY OR IMPROVEMENT WILL BE PROPERLY CONSTRUCTED, MAINTAINED AND REMOVED.

~~(5) Governmental entities. A governmental entity to which this article applies may file a certified resolution, ordinance, or other similar commitment from an officer or body authorized to act for the governmental entity agreeing to comply with the provisions of this section, in lieu of the required financial assurance or other guarantee.~~

~~(5) Failure to complete improvements. If an applicant has posted a financial guarantee and the required improvements have not been satisfactorily constructed, installed and dedicated within the period specified, as provided in subsection (a)(2) of this section, the city may thereupon declare the guarantee to be in default, call on the guarantee, and either require that all the required improvements be immediately constructed, installed and dedicated, or the city may construct and install the requirements itself, regardless of the extent of the building development at the time the financial guarantee is declared to be in default.~~

(5) FAILURE TO COMPLETE IMPROVEMENTS. IF AN APPLICANT HAS POSTED A FINANCIAL GUARANTEE AND THE REQUIRED IMPROVEMENTS HAVE NOT BEEN SATISFACTORILY CONSTRUCTED, INSTALLED AND DEDICATED WITHIN THE PERIOD SPECIFIED, AS PROVIDED IN THIS SECTION, THE CITY MAY UTILIZE THE FOLLOWING OPTIONS REGARDING PUBLIC IMPROVEMENTS

a. THE CITY SHALL NOT ISSUE ANY BUILDING PERMIT FOR ANY STRUCTURE UNTIL ALL APPLICABLE PUBLIC IMPROVEMENTS HAVE BEEN CONSTRUCTED TO THE SATISFACTION OF THE CITY STAFF, INSPECTED AND ACCEPTED.

b. IF THE OWNER FAILS TO TIMELY AND PROPERLY CONSTRUCT THE PUBLIC IMPROVEMENTS AS SET FORTH IN THE AGREEMENT, THE CITY MAY TAKE ANY ONE OR MORE OF THE FOLLOWING ACTIONS, AT THE OWNER'S EXPENSE:

c. DECLINE TO PROCESS OR ISSUE BUILDING PERMITS, OCCUPANCY CLEARANCES OR OTHER REGULATORY APPROVALS OR INSPECTIONS;

d. COMPLETE, REMOVE AND/OR MODIFY THE PUBLIC IMPROVEMENTS IN WHOLE OR IN PART;

e. RESTORE ANY DISTURBED LAND;

f. BRING ACTION TO ENFORCE THE OWNER'S RESPONSIBILITY UNDER THIS CHAPTER OR UNDER THE AGREEMENT TO CONSTRUCT THE PUBLIC IMPROVEMENTS;

g. BRING ACTION TO ENFORCE THE ASSURANCE TO CONSTRUCT THE PUBLIC IMPROVEMENTS; AND/OR

h. OTHERWISE MITIGATE THE EFFECTS OF THE OWNER'S FAILURE TO CONSTRUCT THE PUBLIC IMPROVEMENTS.

(6) ~~(7)~~ Acceptance of dedication and maintenance of land and improvements.

~~a. If the city accepts dedication of unimproved land for streets, easements, and other public areas it shall do so only by resolution of the city council. A resolution approving a final plat shall constitute such acceptance; provided that a statement of dedication is placed on the plat. The approval by the city council of a final plat, or of a resolution accepting dedication of land, shall not constitute or imply the acceptance of maintenance responsibility by the city of any street, easement, or other public area, shown on said plat or constructed on such land. The city council may require said plat to be endorsed with appropriate notes to this effect.~~

a. IF THE CITY ACCEPTS DEDICATION OF UNIMPROVED LAND FOR STREETS AND OTHER PUBLIC AREAS IT SHALL DO SO ONLY BY THE APPROVAL OF CITY COUNCIL. APPROVAL OF A FINAL PLAT SHALL CONSTITUTE SUCH ACCEPTANCE PROVIDED THAT A STATEMENT OF DEDICATION IS PLACED ON THE PLAT. THE APPROVAL BY THE CITY COUNCIL OF A FINAL PLAT SHALL NOT CONSTITUTE OR IMPLY THE ACCEPTANCE OF MAINTENANCE RESPONSIBILITY BY THE CITY OF ANY STREET, EASEMENT, OR OTHER PUBLIC AREA, SHOWN ON SAID PLAT OR CONSTRUCTED ON SUCH LAND. THE CITY COUNCIL MAY REQUIRE SAID PLAT TO BE ENDORSED WITH APPROPRIATE NOTES TO THIS EFFECT.

~~b. If the city accepts the dedication of constructed improvements to streets, easements or other public areas it shall do so only after the city engineer has approved the construction and installation of such improvements, and only by separate resolution of the city council. In addition, such separate resolution may, but is not required to, accept maintenance responsibility for such improvements.~~

b. IF THE CITY ACCEPTS THE DEDICATION OF CONSTRUCTED IMPROVEMENTS TO STREETS, EASEMENTS OR OTHER PUBLIC AREAS IT SHALL DO SO ONLY AFTER THE CITY ENGINEER HAS APPROVED THE CONSTRUCTION AND INSTALLATION OF SUCH IMPROVEMENTS, AND ONLY BY SEPARATE ACTION OF THE CITY COUNCIL. IN ADDITION, SUCH SEPARATE ACTION MAY, BUT IS NOT REQUIRED TO, ACCEPT MAINTENANCE RESPONSIBILITY FOR SUCH IMPROVEMENTS.

(b) Inspection of improvements.

~~General procedures and fees. The city engineer shall provide for inspection of required improvements during construction and insure their satisfactory completion. The applicant shall pay to the city such inspection fee as the city council may from time to time establish by ordinance. Financial guarantees shall not be released nor reduced unless such fees have been paid. If the city engineer finds upon inspection that any of the required improvements have not been constructed or installed in accordance with the city's construction standards and specifications, the applicant shall correct the deficiency and shall complete construction and installation of the improvements according to the standards and specifications. Wherever the cost of constructing or installing required improvements is covered by a financial guarantor, the applicant and the guarantor shall be jointly and severally liable for completing, constructing and installing the improvements according to the standards and specifications.~~

(1) GENERAL PROCEDURES AND FEES. THE CITY ENGINEER SHALL PROVIDE FOR INSPECTION OF REQUIRED IMPROVEMENTS DURING CONSTRUCTION AND ENSURE THEIR SATISFACTORY COMPLETION. FINANCIAL GUARANTEES SHALL NOT BE RELEASED NOR REDUCED UNLESS SUCH FEES HAVE BEEN PAID. IF THE CITY ENGINEER FINDS UPON INSPECTION THAT ANY OF THE REQUIRED IMPROVEMENTS HAVE NOT BEEN CONSTRUCTED OR INSTALLED IN ACCORDANCE WITH THE CITY'S CONSTRUCTION STANDARDS AND SPECIFICATIONS, THE APPLICANT SHALL CORRECT THE DEFICIENCY AND SHALL COMPLETE CONSTRUCTION AND INSTALLATION OF THE IMPROVEMENTS ACCORDING TO THE STANDARDS AND SPECIFICATIONS. WHEREVER THE COST OF CONSTRUCTING OR INSTALLING REQUIRED IMPROVEMENTS IS COVERED BY A FINANCIAL GUARANTOR, THE APPLICANT AND THE GUARANTOR SHALL BE JOINTLY AND SEVERALLY LIABLE FOR COMPLETING, CONSTRUCTING AND INSTALLING THE IMPROVEMENTS ACCORDING TO THE STANDARDS AND SPECIFICATIONS.

(c) Release or reduction of the financial guarantee. THE CITY COUNCIL WILL NOT ACCEPT DEDICATION OF REQUIRED IMPROVEMENTS, NOR RELEASE OR REDUCE ANY FINANCIAL GUARANTEE, UNTIL:

- (1) The City Engineer has submitted a certificate stating that all required improvements have been satisfactorily constructed and installed;
- (2) The applicant's engineer or surveyor has certified to the City Engineer through the submission of a detailed as-built survey plat and construction plans of the improvements, prepared on Mylar, indicating location, dimensions, materials, and other information required by the City Council and/or City Engineer, that the layout of the line and grade of all required improvements is in accordance with the construction plans for the improvements; and

- (3) The Ceity Attorney has approved LIEN RELEASE DOCUMENTS ~~a title insurance policy~~ furnished by the applicant to the City.

~~Thereafter, the city council may accept the improvements for dedication in accordance with the established procedure and the original financial guarantee of 125 percent be returned after acceptance and receipt of maintenance guarantee.~~

(4) THE CITY COUNCIL MAY ACCEPT THE IMPROVEMENTS FOR DEDICATION IN ACCORDANCE WITH THE ESTABLISHED PROCEDURE AND THE ORIGINAL FINANCIAL GUARANTEE OF 125 PERCENT RETURNED AFTER ACCEPTANCE AND RECEIPT OF MAINTENANCE GUARANTEE.

(5) ONCE THE COUNCIL AGREES TO ACCEPT IMPROVEMENTS FOR DEDICATION, THE CITY MANAGER OR DESIGNEE MAY EVIDENCE SUCH APPROVAL WITH A DOCUMENT ENTITLED A "CERTIFICATE OF SATISFACTORY COMPLETION."

(d) Maintenance of improvements; warranty.

- (1) The applicant shall be required to maintain all improvements for two (2) years after Ceity Council acceptance of maintenance responsibility for said improvements. If any certificates of occupancy have been issued for buildings served by improvements for which the Ceity has not accepted maintenance responsibility, the Ceity may effect emergency repairs and the applicant or other owner thereof shall pay the cost of such emergency repairs. Prior to effecting such emergency repairs, the Ceity shall give to the person responsible for maintaining the improvements such notice as may be practicable under the circumstances.
- (2) The applicant shall be required to file a maintenance guarantee with the Ceity Council within ten (10) business days after dedication of the required improvements, in the amount of ten (10) percent of the cost of constructing and installing the improvements in a form satisfactory to the Ceity Manager or designee, in order to assure the satisfactory condition of the required improvements for a period of two (2) years after the Ceity Council accepts the dedication of the improvements.

(e) Deferral or waiver of required improvements.

- (1) The Ceity Council may defer or waive at the time of Final Plat approval, subject to appropriate conditions, the requirement that improvements be constructed and installed if, in the Council's judgment, such improvements are not requisite in the interests of the public health, safety, and general welfare, or are inappropriate because of incompatible grades, inadequacy or lack of connecting facilities, or other reasons.
- (2) Whenever the Ceity Council defers the requirement to construct and install any improvement, the applicant shall pay to the Ceity at the time of Final

Plat approval his proportionate share of the costs of constructing and installing such improvement in the future, as determined by the City Engineer. Alternatively, at the City Council's option, the applicant may post a financial or other guarantee, as provided in this section, Ensuring completion of said improvement upon demand of the City Council. The Mayor shall not sign the plat until the requirements of this subsection have been satisfied.

Sec. 122-119. - Design standards.

(a) General improvements.

(1) Conformity. All ~~subdivision~~ **LAND DIVISION** improvements shall conform to the following rules and regulations:

- a. This section;
- ~~b. The general plan including all streets, drainage systems and parks shown on the general plan as adopted;~~
- ~~c. The design standards and regulations;~~
- ~~d. The rules of the state department of transportation if the subdivision or any lot contained therein abuts a state highway or connecting street;~~
- ~~e. The rules of the county flood control district;~~
- ~~f. The rules of the state department of health and the county department of health relative to water supply and sanitary sewage disposal; and~~
- ~~g. The design standards and regulations adopted by the city engineer and officials of the city, which shall include, but not be limited to, the Uniform Standard Specifications for Public Works Construction and the Uniform Standard Details for Public Works Construction, as sponsored and distributed by Maricopa Association of Governments.~~
- b. THE RULES OF THE ARIZONA STATE DEPARTMENT OF TRANSPORTATION IF THE LAND DIVISION OR ANY LOT CONTAINED THEREIN ABUTS A STATE HIGHWAY OR CONNECTING STREET;**
- c. THE RULES OF THE MARICOPA COUNTY FLOOD CONTROL DISTRICT;**
- d. THE RULES OF THE ARIZONA DEPARTMENT OF HEALTH SERVICES, THE MARICOPA COUNTY DEPARTMENT OF HEALTH, AND THE MARICOPA COUNTY ENVIRONMENTAL SERVICES DEPARTMENT RELATIVE TO WATER SUPPLY AND SANITARY SEWAGE DISPOSAL; AND**
- e. THE DESIGN STANDARDS AND REGULATIONS ADOPTED BY THE CITY ENGINEER AND OFFICIALS OF THE CITY, WHICH SHALL INCLUDE, BUT NOT BE LIMITED TO, THE ENGINEERING**

DEVELOPMENT STANDARDS, THE UNIFORM STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION AND THE UNIFORM STANDARD DETAILS FOR PUBLIC WORKS CONSTRUCTION, AS SPONSORED AND DISTRIBUTED BY MARICOPA ASSOCIATION OF GOVERNMENTS.

- (2) Self-imposed restrictions. ~~If the owner places restrictions on any of the land contained in the subdivision greater than those required by this section or this section, such restrictions or reference thereto may be required to be indicated on the subdivision plat, or the planning and zoning commission may require that restrictive covenants be recorded with the county clerk.~~ IF THE OWNER PLACES RESTRICTIONS ON ANY OF THE LAND CONTAINED IN THE LAND DIVISION GREATER THAN THOSE REQUIRED BY THIS CHAPTER, SUCH RESTRICTIONS OR REFERENCE THERETO MAY BE REQUIRED TO BE INDICATED ON THE LAND DIVISION PLAT, OR THE CITY COUNCIL OR PLANNING AND ZONING COMMISSION MAY REQUIRE THAT RESTRICTIVE COVENANTS BE RECORDED WITH THE MARICOPA COUNTY RECORDER'S OFFICE.
- (3) Monuments. The applicant shall place permanent reference monuments in the ~~subdivision greater than those required by this section or this section, such restrictions or reference thereto may be required to be indicated on the subdivision plat, or the planning and zoning commission may require that restrictive covenants be recorded with the county clerk.~~ LAND DIVISION AS APPROVED BY A REGISTERED LAND SURVEYOR AND THE CITY ENGINEER. MONUMENTS WILL BE PERMANENTLY MARKED WITH THE REGISTRATION NUMBER OF THE REGISTERED LAND SURVEYOR RESPONSIBLE FOR THEIR PLACEMENT.
- (4) Character of the land. Land which the Planning and Zoning Commission finds to be unsuitable for ~~subdivision~~ LAND DIVISION or development because of flooding, improper drainage, rock formations, adverse earth formations or topography, utility easements, or other features which will reasonably be harmful to the safety, health and general welfare of the present or future inhabitants of the ~~subdivision~~ LAND DIVISION and/or its surrounding areas shall not be ~~subdivided~~ DIVIDED or developed unless adequate methods are formulated by the developer and approved by the CITY COUNCIL AND/OR Planning and Zoning Commission, upon recommendation of the City Engineer, to solve the problems created by the unsuitable land conditions. Such land shall be set aside for uses that shall not involve such a danger.
- (5) ~~Subdivision~~ LAND DIVISION name. The proposed name of the ~~subdivision~~ LAND DIVISION shall not duplicate, or too closely approximate phonetically, the name of any other ~~subdivision~~ LAND DIVISION in the area covered by this ~~section~~ CHAPTER. The Planning and Zoning

~~C~~ommission shall have final authority to designate the name of the ~~subdivision~~ **LAND DIVISION** that shall be determined at ~~sketch plat~~ **PRELIMINARY PLAT** approval.

(b) Lot improvements.

(1) Lot arrangement. The lot arrangement shall be such that there will be no foreseeable difficulties, for reasons of topography or other conditions, in securing building permits to build on all lots in compliance with this section or in providing driveway access to buildings on such lots from an approved street.

(2) Lot dimensions. Where lots are more than double the minimum required area for the zoning district, the ~~P~~lanning and ~~Z~~oning ~~C~~ommission may require that such lots be arranged so as to allow further ~~subdivision~~ **LAND DIVISION** and the opening of future streets where they would be necessary to serve such potential lots, all in compliance with **THIS** chapter ~~122~~. In general, side lot lines shall be at right angles to street lines (or radial to curving street lines) unless a variation from this rule will give a better street or lot plan. Dimensions of corner lots shall be large enough to allow for erection of buildings, observing the minimum setbacks from both streets. Depth and width of properties reserved or laid out for business, commercial, or industrial purposes shall be adequate to provide for the off-street parking and loading facilities required for the type of use and development contemplated. ~~as established in this section.~~

(3) Double frontage lots and access to lots.

- a. Double frontage and reverse frontage lots. Double frontage and reversed frontage lots shall be avoided except where necessary to provide separation of residential development from traffic arterials or to overcome specific disadvantages of topography and orientation.
- b. Access from ~~principal and minor~~ arterials **STREETS**. Lots shall not, in general, derive access exclusively from an arterial street. Where driveway access from an arterial street may be necessary for several adjoining lots, the ~~planning and zoning commission~~ **COMMUNITY DEVELOPMENT DIRECTOR OR DESIGNEE** may require that such lots be served by a combined access drive in order to limit possible traffic hazards on such street~~s~~. Where possible, driveways should be designed and arranged so as to avoid requiring vehicles to back into traffic on arterial streets.

(c) ~~(4)~~ Grading and drainage.

- a. Final grading required. ~~No certificate of occupancy shall be issued until final grading has been completed in accordance with the approved final subdivision plat.~~ **NO RESIDENTIAL BUILDING PERMIT SHALL BE**

ISSUED UNTIL FINAL GRADING HAS BEEN COMPLETED IN ACCORDANCE WITH THE APPROVED FINAL PLAT.

- b. Lot drainage. Lots shall be laid out so as to provide positive drainage away from all buildings and individual lot drainage shall be coordinated with the general storm drainage pattern for the area. Drainage shall be designed so as to avoid concentration of storm drainage water from each lot onto adjacent lots.
- (4) ~~(5)~~ Debris and waste. No cut trees, debris, rocks, rubbish or other waste materials of any kind shall be buried in any land, or left or deposited on any lot or street. ~~at the time of the issuance of a certificate of occupancy.~~
- (5) ~~(6)~~ Fencing. ~~Each subdivider and/or developer shall be required to furnish and install fences wherever the city council determines that a hazardous condition may exist. The fences shall be constructed according to standards established by this section and shall be noted as to height and material on the final plat. No certificate of occupancy shall be issued until said fence improvements have been duly installed.~~ **EACH LAND DIVIDER AND/OR DEVELOPER SHALL BE REQUIRED TO FURNISH AND INSTALL FENCES WHEREVER THE CITY COUNCIL DETERMINES THAT A HAZARDOUS CONDITION MAY EXIST. THE FENCES SHALL BE CONSTRUCTED ACCORDING TO STANDARDS ESTABLISHED BY CITY STAFF AND SHALL BE NOTED AS TO HEIGHT AND MATERIAL ON THE FINAL PLAT.**
- (6) ~~(7)~~ Performance bond to include lot improvement. The performance bond or other financial guarantee shall include an amount to guarantee completion of all requirements contained in this section's regulations including, but not limited to, soil preservation, final grading, lot drainage, removal of debris and waste, fencing, and all other lot improvements required by the **C**city **C**ouncil. At the expiration of the performance bond, the **C**city may enforce the provisions of the bond where the provisions of this section or any other applicable law, ordinance, or regulation have not been satisfied.
- (d) ~~(e)~~ Streets.
- (1) General requirements.
- a. Frontage on improved streets. No ~~subdivision~~ **LAND DIVISION** shall be approved unless the area to be ~~subdivided~~ shall have frontage on, and access from, an existing street or a future street. Wherever the area to be ~~subdivided~~ **DIVIDED** is to utilize existing street frontage, such street shall be suitably improved as provided for herein.
- b. Topography and arrangement.
1. Grades. Grades of streets shall conform as closely as possible to the original topography. Streets shall be arranged so as to obtain as many

possible building sites ~~at, or~~ above the grades of the streets **UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER.**

2. Integration. All streets shall be properly integrated with the existing and proposed system of thoroughfares and dedicated rights-of-way as established in the **G**eneral **P**lan.
 - c. Access to arterial streets. ~~Where a subdivision borders on or contains an existing or proposed arterial street, the city shall require that access to such streets be limited to local and collector streets. Direct access to arterials shall be prohibited from residential lots.~~ **WHERE A LAND DIVISION BORDERS ON OR CONTAINS AN EXISTING OR PROPOSED ARTERIAL STREET, THE CITY SHALL REQUIRE THAT ACCESS TO SUCH STREETS BE LIMITED TO LOCAL STREETS. DIRECT ACCESS TO ARTERIALS SHALL BE PROHIBITED FROM RESIDENTIAL LOTS.**
 - d. Street names. Street names shall be sufficiently different in sound and in spelling from other street names in the **C**ity so as not to cause confusion. A street that exists or is planned as a continuation of an existing street shall bear the same name.
 - e. Street names and regulatory signs. ~~The applicant shall deposit with the city at the time of final subdivision approval an amount equal to the cost of each street sign required by the city manager and city engineer or their respective designee at all street intersections. The city shall install all street signs before issuance of certificates of occupancy for any residence on the streets approved. Street name signs are to be placed at all intersections within or abutting the subdivision, the type and location of which are to be approved by the city engineer or designee.~~ **THE APPLICANT SHALL DEPOSIT WITH THE CITY AT THE TIME OF FINAL PLAT APPROVAL AN AMOUNT EQUAL TO THE COST OF EACH STREET SIGN REQUIRED BY THE CITY MANAGER AND CITY ENGINEER OR THEIR RESPECTIVE DESIGNEE AT ALL STREET INTERSECTIONS. STREET NAME SIGNS ARE TO BE PLACED AT ALL INTERSECTIONS WITHIN OR ABUTTING THE LAND DIVISION, THE TYPE AND LOCATION OF WHICH ARE TO BE APPROVED BY THE CITY ENGINEER OR DESIGNEE.**
 - f. Streetlights. Installation of streetlights shall be required in accordance with design and specification standards approved by the **C**ity **M**anager and **C**ity **E**ngineer or their designees. Light standards shall be spaced such that each intersection is provided at least one **(1)** light standard. All street light poles in the City of Surprise shall be powder coated.
- (2) Design standards. In order to provide for streets of suitable location, width, and improvement to accommodate prospective traffic and afford satisfactory access to police, fire protection, sanitation and street maintenance

equipment, and to coordinate streets so as to compose a convenient system and avoid undue hardships to adjoining properties, the ~~C~~city ~~M~~anager and ~~C~~city ~~E~~ngineer or their respective designee shall cause to be created design standards for all transportation infrastructure.

(e) ~~(d)~~ Sidewalks. Sidewalks shall be included within the dedicated non-pavement right-of-way of all streets. If public sidewalks are located outside of the rights-of-way, a public easement shall be recorded on the ~~F~~inal ~~P~~lat of said path and or sidewalk.

(f) ~~(e)~~ Drainage, storm sewers and retention basins.

~~(1) General requirements. The planning and zoning commission shall not recommend for approval any plat of a subdivision which does not make adequate provision for stormwater or floodwater runoff channels or basins. The drainage system of a subdivision shall be governed by the Drainage Design Manuals for Maricopa County, published by the flood control district of the county. The stormwater drainage system shall be separate and independent of any sanitary sewer system. Storm drainage shall be accommodated in the streets, gutters, retention basins or detention basins that drain to natural washes unless otherwise indicated by the city engineer.~~

~~a. Use of street for drainage. Curbed local streets shall be designed and constructed to carry the stormwater runoff from a ten-year storm between curbs. Curbed collector and arterial streets shall be designed and constructed with no curb overtopping and to maintain one dry 12-foot (minimum) driving lane in each direction. No inverted crown streets, of any type, shall be permitted. When peak flows from the designated storm exceed the street capacity, an open area drainage and retention system shall be designed to carry the excess stormwater. The rational method shall be used to determine peak flows. Fifteen minutes maximum may be used for the time of concentration for the runoff across the lots.~~

~~b. Peak flows in streets. Peak flows from a 50-year storm shall be carried within the cross section between buildings (front yards and streets). The finish floor elevation of all buildings shall be one foot above the 100-year storm. All finished floors shall be a minimum of 14 inches above the low outfall of the site.~~

~~c. Accommodation of upstream drainage areas. A culvert, gutter or other drainage facility shall in each case be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision. The city engineer shall determine the necessary size of the facility, based on the provisions of the construction standards and specifications assuming conditions of maximum potential watershed development permitted by this section.~~

~~d. Effect on downstream drainage areas. The city engineer shall also study the effect of each subdivision on existing downstream drainage facilities outside the area of the subdivision. Local government drainage studies~~

~~together with such other studies as shall be appropriate, shall serve as a guide to needed improvements. Where it is anticipated that the additional runoff incident to the development of the subdivision will overload an existing downstream drainage facility, the city council may withhold approval of the subdivision until provision has been made for the improvement of said potential condition in such sum as the city council shall determine. No subdivision shall be approved unless adequate drainage will be provided to an adequate drainage watercourse or facility.~~

~~e. Areas of poor drainage. Whenever a plat is submitted for an area which is subject to flooding, the city council may approve such subdivision provided that the applicant fills the affected area of said subdivision to an elevation sufficient to place the elevation of streets and lots at a minimum of 12 inches above the elevation of the maximum probable flood, as determined by the city engineer. The plat of such subdivision shall provide for an overflow zone along the bank of any stream or watercourse, of a width that shall be sufficient in times of high water to contain or move the water, and no fill shall be placed in the overflow zone nor shall any structure be erected or placed therein. The boundaries of the overflow zone shall be subject to approval by the city engineer.~~

~~f. Floodplain areas. The city council may, when it deems it necessary for the health, safety or welfare of the present and future population of the area and necessary to the conservation of water, drainage and sanitary facilities, prohibit the subdivision of any portion of the property which lies within the 100-year floodplain of any stream as determined in this section. These floodplain areas shall be preserved from any and all destruction or damage resulting from clearing, grading or dumping of earth, waste material or stumps, except at the discretion of the city council.~~

~~(2) Retention requirements.~~

~~a. Areas for retention. All water from a 100-year storm of a two-hour duration, which falls within the area being developed, including the respective one-half of all abutting streets (whether or not it is a dedicated street which may exist by an improvement district and owned by the city), shall be retained within the boundaries of the developed land. No retention shall be allowed in public rights-of-way. The method of collection and retention shall be approved by the city engineer. The method of retention calculation, drainage flows and removal of stormwater within 36 hours shall conform to subsections (b)(4) and (b)(5) of this section.~~

~~b. Retention basin capacities. All retention basins shall have a design capacity to preclude a water depth in excess of three feet resulting from a 100-year, two-hour storm. The depth of retention basins shall be measured from lowest adjacent top of curb. In no event shall stormwater stand in the retention basins longer than 36 hours. Dry wells shall be required for any depth of retention over one foot; provided, a volume greater than 1,000 cubic feet is being retained in a single retention area.~~

~~However, equalizer pipes from smaller to larger retention areas may be required by the city engineer.~~

- ~~c. Dedication. No retention basins will be controlled or owned by the city unless dedicated as part of the city's park and open space system. Nondedicated retention basins shall be maintained by the owner or person controlling such property. All retention basin areas shall be designated as easement areas for retention purposes and shall have a recorded restrictive covenant requiring perpetual maintenance.~~
- ~~d. Retention calculations. Total volume required = (intensity for the 100-year, two-hour storm event from the Drainage Design Manuals for Maricopa County or a minimum of 2.8 inches, whichever is greater) × (drainage area) × (average runoff coefficient).~~
- ~~e. Runoff factors. The runoff factor used in computations must be justified by a typical cross section of actual area calculation. Refer to the Drainage Design Manuals for Maricopa County to determine runoff coefficients. Infiltration into the dry well cannot be considered to reduce the size of the retention area. A percolation rate of 0.5 cfs (or less, if required by the city engineer) per dry well over a 36-hour period shall be used in calculating the number of dry wells.~~
- ~~f. Joint development. Two or more developers may join together to provide a common retention facility. A letter of agreement signed by all developers participating in the common retention area must be presented to the city engineer, and the recorded plat shall indicate that the retention area is a joint facility. The joint retention area must meet all criteria as a single area.~~
- ~~g. Preliminary and final drainage report guideline. The preliminary and final drainage report guideline, which was made a public record by Resolution No. 05-13, is hereby adopted by the city, and is incorporated in this section by reference as though it had been fully and completely set forth in this section. The purpose of the preliminary and final drainage report guideline is to serve as a reference tool for developers and engineers seeking construction permits for any proposed improvements within the city limits that require the preparation and submittal of accompanying preliminary and final drainage reports.~~

(1) GENERAL REQUIREMENTS. THE CITY STAFF OR THE PLANNING AND ZONING COMMISSION SHALL NOT RECOMMEND FOR APPROVAL ANY PLAT OF A LAND DIVISION WHICH DOES NOT MAKE ADEQUATE PROVISION FOR STORMWATER OR FLOODWATER RUNOFF. THE DRAINAGE SYSTEM OF A SUBDIVISION SHALL BE GOVERNED BY THE DRAINAGE DESIGN MANUAL FOR MARICOPA COUNTY, PUBLISHED BY THE MARICOPA FLOOD CONTROL DISTRICT AND THE CITY OF SURPRISE ENGINEERING DEVELOPMENT STANDARDS. THE STORMWATER DRAINAGE SYSTEM SHALL BE SEPARATE AND INDEPENDENT OF ANY SANITARY SEWER SYSTEM. STORM DRAINAGE

SHALL BE ACCOMMODATED IN THE STREETS, GUTTERS, RETENTION BASINS OR DETENTION BASINS THAT DRAIN TO NATURAL WASHES UNLESS OTHERWISE INDICATED BY THE CITY ENGINEER.

(2) ACCOMMODATION OF UPSTREAM DRAINAGE AREAS. A CULVERT, GUTTER OR OTHER DRAINAGE FACILITY SHALL IN EACH CASE BE LARGE ENOUGH TO ACCOMMODATE POTENTIAL RUNOFF FROM ITS ENTIRE UPSTREAM DRAINAGE AREA, WHETHER INSIDE OR OUTSIDE THE LAND DIVISION. THE CITY ENGINEER SHALL DETERMINE THE NECESSARY SIZE OF THE FACILITY, BASED ON THE PROVISIONS OF THE CONSTRUCTION STANDARDS AND SPECIFICATIONS ASSUMING CONDITIONS OF MAXIMUM POTENTIAL WATERSHED DEVELOPMENT PERMITTED BY THIS SECTION.

(3) EFFECT ON DOWNSTREAM DRAINAGE AREAS. THE APPLICANT MUST ADDRESS THE EFFECT OF EACH LAND DIVISION ON EXISTING DOWNSTREAM DRAINAGE FACILITIES OUTSIDE THE AREA OF THE LAND DIVISION. THE APPLICANT MUST ADDRESS THE EFFECT OF EACH PROVIDE A DRAINAGE STUDY PREPARED BY A PROFESSIONAL ENGINEER TO SERVE AS A GUIDE FOR NECESSARY IMPROVEMENTS. WHERE IT IS ANTICIPATED THAT THE ADDITIONAL RUNOFF INCIDENT TO THE DEVELOPMENT OF THE LAND DIVISION WILL OVERLOAD AN EXISTING DOWNSTREAM DRAINAGE FACILITY, THE CITY COUNCIL MAY WITHHOLD APPROVAL OF THE LAND DIVISION UNTIL PROVISION HAS BEEN MADE FOR THE IMPROVEMENT OF SAID POTENTIAL CONDITION IN SUCH SUM AS THE CITY COUNCIL SHALL DETERMINE. NO LAND DIVISION SHALL BE APPROVED UNLESS ADEQUATE DRAINAGE WILL BE PROVIDED TO AN ADEQUATE DRAINAGE WATERCOURSE OR FACILITY. THE CITY ENGINEER WILL DETERMINE THE ADEQUACY OF THE DRAINAGE FACILITIES FOR PURPOSES OF COUNCIL REVIEW, BUT SUCH DETERMINATION WILL NOT RELIEVE THE PROPERTY OWNER FROM ANY RESPONSIBILITY RELATED TO STORM WATER OR DRAINAGE; SUCH RESPONSIBILITY SHALL REMAIN THAT OF THE PROPERTY OWNER.

(4) AREAS OF POOR DRAINAGE. WHENEVER A PLAT IS SUBMITTED FOR AN AREA WHICH IS SUBJECT TO FLOODING, THE CITY COUNCIL MAY APPROVE SUCH LAND DIVISION PROVIDED THAT THE APPLICANT FILLS THE AFFECTED AREA OF SAID LAND DIVISION TO AN ELEVATION SUFFICIENT TO PLACE THE ELEVATION OF STREETS AND LOTS AT A MINIMUM OF 12 INCHES ABOVE THE ELEVATION OF THE MAXIMUM PROBABLE FLOOD, AS DETERMINED BY THE CITY ENGINEER. THE PLAT OF SUCH LAND DIVISION SHALL PROVIDE FOR AN OVERFLOW ZONE ALONG THE BANK OF ANY STREAM OR WATERCOURSE, OF A WIDTH THAT SHALL BE SUFFICIENT IN TIMES OF HIGH WATER TO CONTAIN OR MOVE THE WATER, AND NO FILL

SHALL BE PLACED IN THE OVERFLOW ZONE NOR SHALL ANY STRUCTURE BE ERECTED OR PLACED THEREIN. THE BOUNDARIES OF THE OVERFLOW ZONE SHALL BE SUBJECT TO APPROVAL BY THE CITY ENGINEER.

(5) FLOODPLAIN AREAS. THE CITY COUNCIL MAY, WHEN IT DEEMS IT NECESSARY FOR THE HEALTH, SAFETY OR WELFARE OF THE PRESENT AND FUTURE POPULATION OF THE AREA AND NECESSARY TO THE CONSERVATION OF WATER, DRAINAGE AND SANITARY FACILITIES, PROHIBIT THE LAND DIVISION OF ANY PORTION OF THE PROPERTY WHICH LIES WITHIN THE 100-YEAR FLOODPLAIN OF ANY STREAM AS DETERMINED BY THE CITY ENGINEER, THE FLOOD CONTROL DISTRICT OF MARICOPA COUNTY, AND/OR THE US ARMY CORPS OF ENGINEERS. THESE FLOODPLAIN AREAS SHALL BE PRESERVED FROM ANY AND ALL DESTRUCTION OR DAMAGE RESULTING FROM CLEARING, GRADING OR DUMPING OF EARTH, WASTE MATERIAL OR STUMPS, EXCEPT AT THE DISCRETION OF THE CITY COUNCIL.

(g) ~~(3)~~ Dedication of drainage easements.

(1) ~~(a)~~ Requirements. Where a ~~subdivision~~ LAND DIVISION is traversed by a watercourse, drainage way, channel or stream, a stormwater easement or drainage right-of-way shall be provided, conforming substantially to the lines of such watercourse, and of such width and construction, or both, as will be adequate for the purpose. Wherever possible, it is desirable that the drainage be maintained by an open channel with landscaped banks and adequate width for maximum potential volume of flow.

(2) ~~(b)~~ Drainage easements.

- a. ~~(1)~~ Where topography or other conditions are such as to make impractical the inclusion of drainage facilities within road rights-of-way, perpetual, unobstructed easements at least 15 feet in width for such drainage facilities shall be provided across property outside the road lines and with satisfactory access to the road. Easements shall be indicated on the plat. Drainage easements shall be carried from the road to a natural watercourse or to other drainage facilities.
- b. ~~(2)~~ When a proposed drainage system will carry water across private land outside the ~~subdivision~~ LAND DIVISION, appropriate drainage rights must be secured and indicated on the plat.
- c. ~~(3)~~ The applicant shall dedicate, either in fee or by drainage or conservation easement, land on both sides of existing watercourses, to a distance to be determined by the ~~Ceity~~ Council.

- d. ~~(4)~~ Low-lying lands along watercourses subject to flooding or overflowing during storm periods, whether or not included in areas for dedication, shall be preserved and retained in their natural state as drainage ways.
- (h) ~~(f)~~ Water facilities.
- (1) General Requirements.
- a. When necessary, action shall be taken by the applicant to extend or **CONSTRUCT** ~~create~~ **NEW SERVICES** ~~a water supply district~~ for the purpose of providing a water supply system capable of providing domestic water and fire protection.
 - b. Where a public water main is accessible, the **LAND DIVIDER** ~~subdivider~~ shall install adequate water facilities (including fire hydrants) subject to the specifications of the **C**city **E**ngineer. ~~and the Water Services Director.~~ All water mains shall be at least eight **(8)** inches in diameter.
 - c. Water main extensions shall be approved by the **C**city **E**ngineer. ~~and the Water Services Director.~~
 - d. To facilitate the above, the location of all fire hydrants, all water supply improvements, and the boundary lines of proposed districts, indicating all improvements proposed to be served, shall be shown on the **P**reliminary **P**lat, and the cost of installing same shall be included in the performance bond to be furnished by the developer.
- (i) ~~(g)~~ Sewer facilities.
- (1) Requirements. The applicant shall install sanitary sewer facilities in a manner prescribed by the Uniform Standard Details and Specifications, **THE CITY OF SURPRISE ENGINEERING DEVELOPMENT STANDARDS**, and the **C**city **E**ngineer.
- (2) Public sewerage required. Sanitary sewer facilities shall connect with public sanitary sewage system unless such connection will not be available (in the estimation of the **C**city **E**ngineer) for at least 20 years. Sewers shall be installed to serve each lot and to grades and sizes required by the Uniform Standard Details and Specifications and the **C**city **E**ngineer.
- (3) Private sewerage systems.
- a. Where public sanitary sewage systems are not reasonably accessible, but will become available within a reasonable time (not to exceed 20 years), the **C**city may allow one **(1)** of the following alternatives:
 1. Central sewerage system, the maintenance cost to be assessed against each property benefited. Where plans for future public sanitary sewerage systems exist, the applicant shall install the sewer lines, laterals, and mains to be in permanent conformance with such plans and ready for connection to such public sewer mains; or

2. Individual disposal systems; provided, the applicant shall install sanitary sewer lines, laterals and mains from the street curb to a point in the ~~subdivision~~ **LAND DIVISION** boundary where a future connection with the public sewer main shall be made. Sewer lines shall be laid from the house to the street line, and a connection shall be available in the home to connect from the individual disposal system to the sewer system when the public sewers become available. Such sewer systems shall be capped until ready for use and shall conform to all plans for installation of the public sewer system, where such exist, and shall be ready for connection to such public sewer main.
 3. **IT IS UNLAWFUL FOR THE OWNER OR OCCUPANT TO INHABIT THE PROPERTY WITHOUT A METHOD TO DISPOSE OF SEWERAGE THAT IS ACCEPTABLE TO THE CITY ENGINEER.**
- b. Where sanitary sewer systems are not reasonably accessible and will not become available for a period in excess of 20 years, the **C**city may allow the installation of sewerage systems as follows:
1. For medium- and high-density residential districts, a central sewerage system only. No individual disposal system will be permitted. The applicant shall install all sewer lines, laterals, and mains to be permanent and ready for connection to the public sewer system, should it become available.
 2. For low-density residential districts (less than one **(1)** dwelling unit per acre), individual disposal systems or central sewerage systems shall be used.
 3. **IT IS UNLAWFUL FOR THE OWNER OR OCCUPANT TO INHABIT THE PROPERTY WITHOUT A METHOD TO DISPOSE OF SEWERAGE THAT IS ACCEPTABLE TO THE CITY ENGINEER.**
- (4) Mandatory connection to public sewer system. If a public sanitary sewer is accessible and a sanitary sewer is placed in a street or alley abutting upon property, the owner thereof shall be required to connect to said sewer for the purpose of disposing of waste; and it is unlawful for any such owner or occupant to maintain upon any such property an individual sewage disposal system.
- (5) Individual sewage disposal system requirements. If public sewer facilities are not available and individual disposal systems are proposed, minimum lot areas shall conform to the requirements of the **RURAL RESIDENTIAL R1-43**, single-family residential district of this section and percolation tests and test holes shall be made as directed by the **C**city **E**ngineer and the results submitted to same. The individual disposal system, including the size of septic tanks and size of the tile fields or other secondary treatment device, shall also be approved by the **C**city **E**ngineer **AND MARICOPA COUNTY**.

~~(6) Design criteria for sanitary sewers.~~

- ~~a. Design factors. Sanitary sewer systems should be designed for the ultimate drainage basin population. Consideration should be given to current zoning regulations and approved planning and zoning reports where applicable. Sewer capacities should be adequate to handle the anticipated maximum hourly quantity of sewage and industrial waste together with an adequate allowance for infiltration and other extraneous flow. The unit design flows presented hereinafter should be adequate in each case for the particular type of development indicated. Sewers shall be designed for the total tributary area using the following criteria:~~

One-family and two-family dwellings	0.02 cfs/acre*
Apartments, townhouses, condominiums:	
One-story and two-story	0.02 cfs/acre
Three-story through six-story	0.03 cfs/acre
Commercial: Small stores, offices and miscellaneous businesses	0.02 cfs/acre
Shopping centers	0.02 cfs/acre
High-rise and industrial buildings	As directed by the city engineer

~~* Cubic feet per second per acre.~~

~~These design factors shall apply to watersheds of 300 acres or less. Design factors for watersheds larger than 300 acres and smaller than 1,000 acres shall be computed on the basis of a linear decrease from the applicable design factor for an area of 300 acres to a design factor of 0.01 cfs/acre for an area of 1,000 acres unless otherwise directed by the city engineer. Design factors for watersheds larger than 1,000 acres shall be 0.01 cfs/acre unless otherwise directed by the city engineer.~~

- ~~b. Maximum size. The diameter of sewers proposed shall not exceed the diameter of the existing or proposed outlet, whichever is applicable, unless otherwise approved by the city engineer.~~
- ~~c. Minimum size. No public sanitary sewer line shall be less than eight inches in diameter.~~
- ~~d. Minimum slope. All sewers shall be designed to give mean velocities, when flowing full, of not less than two feet per second. All velocity and flow calculations shall be based on the Manning Formula using an "N" value of~~

~~0.013. The design slopes shall be evenly divisible by four. The slopes shall be minimum for the size indicated. Exceptions to these minimum slopes shall be made at the upper end of lateral sewers serving less than 30 houses. Said sewers shall have a minimum slope of 0.76 percent. Where lateral sewers serve less than ten houses, the minimum slope shall be not less than one percent. The following table lists minimum slopes for various sewer sizes:~~

Minimum Slopes by Sewer Size	
Sewer Size (in inches)	Minimum Slope in Feet (per 100 feet)
8	0.33
10	0.24
12	0.19
15	0.14
18	0.11
21	0.092
24	0.077

~~Source: BRW, Inc., 1986.~~

~~Any proposed dimension not in compliance with the standards in the chart above shall be a violation of this ordinance.~~

- ~~e. Alignment. All sewers shall be laid with straight alignment between manholes, unless otherwise directed or approved by the city engineer.~~
- ~~f. Manhole location. Manholes shall be installed at the end of each line; at all changes in grade, size or alignment; at all intersections; and at distances not greater than 400 feet for sewers less than 18 inches, and 500 feet for sewers 18 inches in diameter and larger.~~
- ~~g. Manholes. The difference in elevation between any incoming sewer and the manhole invert shall not exceed 12 inches except where required to match crowns. The use of drop manholes will require approval by the city engineer. The minimum inside diameter of the manholes shall conform~~

~~to those specified by the city engineer. Inside drop manholes will require special considerations; however, in no case shall the minimum clear distance be less than that indicated above. When a smaller sewer joins a larger one, the crown of the smaller sewer shall not be lower than that of the larger one. The minimum drop through manholes shall be 0.2 feet.~~

- ~~h. Sanitary sewer locations. Sanitary sewers shall be located within street or alley rights-of-way unless topography dictates otherwise. When located in easements on private property, access shall be provided to all manholes. A manhole shall be provided at each street or alley crossing. End lines shall be extended to provide access from street or alley rights-of-way where possible. Imposed loading shall be considered in all locations. Not less than six feet of cover shall be provided over top of pipe in street and alley rights-of-way or three feet in all other areas.~~
- ~~i. Cleanouts and lampholes. Cleanouts and lampholes will not be permitted.~~
- ~~j. Water supply interconnections. There shall be no physical connection between a public or private potable water supply system and sewer that will permit the passage of any sewage or polluted water into the potable supply. Sewers shall be kept removed from water supply wells or other water supply sources and structures.~~
- ~~k. Relationship between sewers and water mains. A minimum horizontal distance of ten feet shall be maintained between parallel water and sewer lines. At points where sewers cross water mains, the sewer shall be constructed of cast iron pipe or encased in concrete for a distance of ten feet in each direction from the crossing, measured perpendicular to the water line. This will not be required when the water main is at least two feet above the sewer line.~~

~~These design criteria are not intended to cover extraordinary situations. Deviations will be allowed and may be required in those instances where considered justified by the city engineer.~~

(j) ~~(h)~~ Utilities.

- (1) Location. All utility facilities, including, but not limited to, gas, electric power, telephone and cable television shall be located underground throughout the ~~subdivision~~ **LAND DIVISION**. All utility facilities existing and proposed throughout the ~~subdivision~~ **LAND DIVISION** shall be shown on the Preliminary Plat. Underground service connections to the street property line of each platted lot shall be installed at the land divider's expense. At the discretion of the City Council, the requirement for service connections to each lot may be waived in the case of adjoining lots to be retained in single ownership and intended to be developed for the same primary use.

(2) Easements.

- a. Easements centered on rear lot lines shall be provided, where necessary, for utilities (private and municipal). Such easements shall be at least ten (10) feet wide. Proper coordination shall be established between the LAND DIVIDER ~~subdivider~~ and the applicable utility companies for the continuation of utility easements established in adjoining properties.
 - b. Where topographical or other conditions are such as to make impractical the inclusion of utilities within the rear lot lines, perpetual unobstructed easements of least ten (10) feet in width shall be provided alongside lot lines with satisfactory access to the road or rear lot lines. Easements shall be indicated on the plat.
- (k) ~~(j)~~ Public land reservation, parks, and open space.
- (1) Where a proposed park, playground, open space, or other public use shown on the General Plan AND/OR PARKS AND TRAILS MASTER PLAN, is located in whole or in part in a ~~subdivision~~ LAND DIVISION, the PLANNING AND ZONING Commission and City Council shall require that such area be shown on plats in accordance with the requirements specified in this section. Such area or areas shall be reserved to the City by the LAND DIVIDER ~~subdivider~~ if the City Council approves such reservation.
 - (2) The PLANNING AND ZONING Commission shall require that plats show sites of a character, extent and location suitable for the development of a park, playground, or other stated public purposes.
 - (3) In all new residential ~~subdivisions~~ LAND DIVISIONS, a minimum of ten (10) percent of the gross area shall be reserved for public recreation space, school sites or other public use with such percentage being in addition to property reserved for streets, alleys, easements, retention, unbuildable areas, or other public ways.
 - ~~(4) Parks dedicated to the city shall be a minimum size of five acres.~~
 - (4) ~~(5)~~ The City or other public agency shall enter into an agreement on the method of acquiring such reserved land area prior to approval of the Final Plat.
- (l) ~~(j)~~ Funding of long-term maintenance of common areas. Unless a public entity has accepted primary maintenance responsibility for all common areas within a ~~subdivision, then the property owner/developer shall create a community facility district either as the primary means of providing for the long term maintenance of the common areas, or as a backup vehicle in the event that the person or entity designated by the applicant as having primary maintenance responsibility fails to adequately carry out its duties.~~ LAND DIVISION, THEN THE PROPERTY OWNER/DEVELOPER SHALL CREATE A METHOD, ACCEPTABLE TO THE CITY ENGINEER AND CITY ATTORNEY, TO PROVIDE FOR THE LONG TERM MAINTENANCE OF THE COMMON AREAS IN PERPETUITY, EITHER

AS THE PRIMARY MEANS OF PROVIDING FOR THE LONG TERM MAINTENANCE OF THE COMMON AREAS. or as a backup vehicle in the event that the person or entity designated by the applicant as having primary maintenance responsibility fails to adequately carry out its duties.

- (m) ~~(k)~~ Refuse collection/refuse containers. Each lot or combination of lots shall be supplied with a refuse container, at the expense of the developer or LAND DIVIDER ~~subdivider~~, to be owned by the Ccity, as approved by the Ppublic Wworks Director OR DESIGNEE. Refuse container pads OR CURB LOCATION MARKERS may be required in conjunction with certain development situations. The type of such containers and location of refuse pads shall be approved by the Ppublic Wworks Director OR DESIGNEE.

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: Text Amendment for Land Divisions

OVERALL PUBLIC INVOLVEMENT LEVEL:

Staff held a Citizen Review meeting on April 13, 2016 at Surprise City Hall and advertisements were posted in a local newspaper.

IDENTIFY STAKEHOLDERS:

The public at-large.

OBJECTIVES:

The proposed Text Amendment is planned to modify language to provide more options and clearer language regarding Land Divisions.

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) April 13, 2016 from 5:00pm to 6:00pm at City Hall

Future Council Work Session/Meetings target dates June 7, 2016 Regular Session

Election dates (if applicable) Not Applicable

Project start/completion dates Text Amendment planned to become effective on July 7, 2016

Communication Tools and Technique options: (which do you plan to use?)

- ☐ Press releases
- ☒ Public meetings (video/photos, poster boards, fact sheet(s) *do you need Spanish version?)
- ☒ Presentations to boards and commissions, other interested community partners/stakeholders
- ☐ Third-party consultant/moderator (pending budget)
- ☐ Survey (online/paper/both?)
- ☐ Social media
- ☐ Surprise 11
- ☐ Notify Me email/ Council newsletters (opt-in audience)
- ☒ Paid advertising (pending budget)
- ☐ Surprise Progress (mailed quarterly and tied to print deadlines)
- ☐ Booth at city events
- ☐ Paid mailings (pending budget)
- ☐ Creation of a subcommittee/task force
- ☐ Youth/adult activities, registration, or orientation (HOA Academy)
- ☐ Website updates



CITY OF SURPRISE
Planning and Zoning Commission

May 19, 2016 @ 6:00:00 PM

Back Print

Board Meeting Date:	May 19, 2016	Contact Person:	Eric Fitzer, Community Development
Submitting Department:	CD Boards and Commissions	District:	Internal
Staff Recommendations:	No Action		

Consent	Regular	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion pertaining to future agenda items.

Motion:

Background:

Financial Impact Statement:

No Financial Impact

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):