**CITY OF SURPRISE**
**PLANNING AND ZONING COMMISSION**

**MEETING MINUTES**

**December 7, 2017 / 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 December 7, 2017.

A. ROLL CALL
In attendance were Chair Ken Chapman, Vice Chair Mitchell Rosenbaum, Commissioners Dennis Smith, Dennis Bash, Matthew Keating, Gisele Norberg and Eric Cultum.

STAFF PRESENT:
Community Development Director Eric Fitzer, Deputy City Attorney Ellen Van Riper, Human Service and Community Vitality Director Seth Dyson, Neighborhood Services Program Supervisor Christina Ramirez, Planner Hobart Wingard, Planner Sergio Angulo and Planning and Zoning Commission Secretary Lorraine Nevarez.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

D. STAFF REPORT

None.

## CALL TO THE PUBLIC:

Chair Chapman opened the call to the public to discuss any items not listed on the agenda.

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

## CONSENT AGENDA:

**Item 1 – Internal – Consideration and action approving the November 2, 2017 Planning and Zoning Commission Minutes.**

Commissioner Norberg made a motion to approve the November 2, 2017 Planning and Zoning Commission minutes. Vice Chair Rosenbaum seconded the motion. The motion passes with 7 votes in favor.

## REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

**Item 2 – District 4 – Consideration and action on a Conditional Use Permit to allow for a new Residential Storage (Mini-Warehouse) in a portion of Parcel 13 of the West Point Towne center PAD generally located north of Greenway Road and east of Litchfield Road.**

Shirley Phan, Planner, presented item 2 to the Commission.

The Commission discussed item 2:

- Color of the block fence

Chair Chapman opened the call to the public.

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

Commissioner Keating made a motion to approve the Conditional Use Permit to allow for a new Residential Storage (Mini-Warehouse) in a portion of Parcel 13 of the West Point Towne Center PAD generally located north of Greenway road and east of Litchfield Road, subject to stipulations 'A' – 'C' as listed in the Staff Report. Commissioner Bash seconded the motion. The motion passes with 7 votes in favor.

**Item 3 – District 4 – Consideration and action on the Conditional Use Permit to allow for a new Vehicle Service – Major Repair Facility in a portion of lot 6b of the Bell & Dysart Commerce Center generally located north of Bell Road and east of Dysart Road.**

Sergio Angulo, Planner, presented item 3 to the Commission.

The Commission discussed item 3:

- Access points and connectivity

Chair Chapman opened the call to the public.

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

Commissioner Smith made a motion to approve the Conditional Use Permit to allow for a new Vehicle Service – Major Repair Facility in a portion of lot 6b of the Bell & Dysart Commerce Center generally located north of Bell Road and east of Dysart Road, subject to stipulations 'A' – 'E' as listed in the Staff Report. Commissioner Bash seconded the motion. The motion passes with 7 votes in favor.

**Item 4 – District 3 – Consideration and action regarding a Preliminary Plat for the project known as 175th & Sweetwater, generally located at the southeast corner of 175th Avenue and Sweetwater Avenue.**

Robert Kuhfuss, Planner, presented item 4 to the Commission.

The Commission discussed item 4:

- Name of the development
- School parking
- Traffic
- Trail system

Chair Chapman opened the call to the public.

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

Commissioner Norberg made a motion to recommend approval to the Mayor and City Council a Preliminary Plat for the project known as 175th & Sweetwater, generally located at the southeast corner of 175th Avenue and Sweetwater Avenue, subject to stipulations 'A' – 'D' as listed in the Staff Report. Commissioner Smith seconded the motion. The motion passes with 7 votes in favor.

**Item 5 – Citywide – Consideration and action on recommending approval to the Mayor and City Council approving a Zoning Text Amendment for Wireless Facilities.**

Vice Chair Rosenbaum made a motion to continue this item at the December 21, 2017 Planning and Zoning Commission Meeting. Commissioner Smith seconded the motion. The motion passes with 7 votes in favor.

**Item 6 – District 1 – Consideration and action approving a Rezone of the Rio Rancho Estates Residential Development generally located one (1) mile west of the intersection of West Grand Avenue and West Happy Valley Road from Medium Density Residential PAD (R-2-PAD) and Low Density Residential PAD (R1-5-PAD) to Medium Density Residential (RM-6-PUDand RM-9-PUD) and Low Density Residential (RL-1-PUD).**

Hobart Wingard, Planner, presented item 6 to the Commission.

The Commission discussed item 6:

- Ingress and egress from Happy Valley Rd
- Ingress and egress from Grand Avenue

Chair Chapman opened the call to the public.

Pete Peterson, resident, shared his concerns about the water system and road access during construction.

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

Commissioner Cultum made a motion to recommend approval to the Mayor and City Council a rezone of the Rio Rancho Estates Residential Development subject to stipulations 'A' – 'C' as listed in the staff Report. Commissioner Keating seconded the motion. The motion passes with 7 votes in favor.

## REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

**Item 6 – District Internal – Presentation and discussion regarding the 2018 Community Development Block Grant Public Services funding.**

Seth Dyson, Director of Human Service and Community Vitality, presented item 6 to the Commission.

The Commission discussed item 6:

- Crisis Assistance Fund
- Utilities through the CAP Program
- Summer Youth Employment
- Partnership with El Mirage
- Outreach programs
- Funding structure
- Allocation of funds
- Advertisement of the program

The Commission requested more information regarding the number of people served through the different nonprofit organizations.

Chair Chapman noted the call to the public for item 3 is closed; however, there is a member of the public that would like to make a comment about item 3.

Don Holmes, Sun City West resident, shared his concerns regarding sound and light abatement.

## OTHER BUSINESS:

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

The Commission asked for a work session to discuss the Surprise Center Development. The Commission would like clarity on the documentation, history of the project, zoning requirements and information about the 2035 Plan. The Commission would like to have the developer present at the work session.

The Commission will submit questions that can be addressed in a presentation from staff.

Ms. Van Riper, noted any requested legal opinion would require an executive session.

Commissioner Bash shared he will not be at the December 21st Planning and Zoning Commission meeting.

## ADJOURNMENT:

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 7:47 p.m.

_____
Eric Fitzer
Community Development Director

_____
Ken Chapman
Planning and Zoning Commission Chair

The foregoing instrument is a full, true and correct copy of the original document on file in the office of the City Clerk, City of Surprise, Arizona.

ATTEST BY: _____
Lorraine Nevarez, Commission Secretary

DATE: _____