



CITY OF SURPRISE
Planning and Zoning Commission

September 7, 2017 @ 6:00:00 PM

Back Print

Board Meeting Date:	September 7, 2017	Contact Person:	Christina Ramirez, Human Service & Community Vitality
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 approving the Consolidated Annual Performance and Evaluation Report 2016-2017.

Motion:

I move to approve the Consolidated Annual Performance and Evaluation Report 2016-2017.

Background:

In accordance with federal regulations 24 CFR 91.515- Performance Reports, each jurisdiction that has an approved Consolidated Plan shall annually review and report, in a form described by HUD. The report measures the city's progress in reaching goals and objectives contained in the Consolidated Plan and Annual Action Plan. The period covered in the report is July 1, 2016 through June 30, 2017.

Financial Impact Statement:

There is no financial impact for this item. This is a review of current year expenditures as reported through the Federal Housing and Urban Development Integrated Disbursement and Information Systems.

ATTACHMENTS:

Click to download

- ☐ [Staff Report](#)
- ☐ [CAPER](#)
- ☐ [Attachment 1 - Maps](#)
- ☐ [Attachment 2 - Analysis of Impediments](#)
- ☐ [Attachment 3 - Legal Ad](#)
- ☐ [Presentation](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

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

Christina Ramirez, Neighborhood Services Supervisor



HUMAN SERVICE AND COMMUNITY VITALITY

Date: September 7, 2017

To: Planning and Zoning Commission Members

From: Seth Dyson, Director
Christina Ramirez, Neighborhood Services Supervisor
Alicia Rubio, Program Coordinator

Re: Consolidated Annual Performance Evaluation Report (CAPER) 2016-2017

Introduction

Through contractual obligation as well as U.S. Department of Housing and Urban Development (HUD) regulation, the City of Surprise is required to submit the Consolidated Annual Performance and Evaluation Report (CAPER) by September 29th of each year for the preceding program year. This report outlines project/program activities funded by the Community Development Block Grant (CDBG) program for the grant year. The city is required to report on CDBG funding only and HOME funding is reported by the Maricopa County Consortium on the city's behalf.

Today's Public Hearing is aimed at opening a constructive discussion by the commission members, staff, and the residents of Surprise to enable the commission members to recommend submission of the CAPER 2016-17 to HUD. HUD requires that the CAPER be submitted by September 29, 2017 to enable the City of Surprise to continue receiving housing and community development funds in the future.

Background

In accordance with federal regulations 24 CFR 91.515- Performance Reports, each jurisdiction that has an approved Consolidated Plan shall annually review and report, in a form described by HUD. The report measures the city's progress in reaching goals and objectives contained in the Consolidated Plan and Annual Action Plan. The period covered in the report is July 1, 2016 through June 30, 2017.

The activities summarized in the report implement City Council approved projects and programs for Program Year 2016-17, for the provision of housing and community development services to the community. The report does not establish any new policy.

The City of Surprise received \$585,139 in CDBG funding for the Program Year 2016-2017 from HUD.

The Human Service and Community Vitality Department (the Department) undertook an

Emergency Housing Rehabilitation program for income qualified residents of Surprise living in owner occupied housing. The program continued to operate with roll over funding in the amount of \$136,525. This funding helped 21 individual projects to be completed.

Additionally, the Division awarded a Design-Bid contract for Neighborhood Infrastructure Improvements at the Tech-Celerator within the Heritage District of Surprise. Lastly, award of the Water Resource Master Plan contract occurred this program year and is underway. Completion of the project is set for December 2017.

The Neighborhood Services Division also solicited applicants for Public Service Grants. Grantees applied for and were awarded \$87,770 (cumulatively) of CDBG funding. Awardees include Aid to Adoption to Special Kids (\$5,000), ABILITY 360 (\$27,560), Benevilla (\$22,560), Central AZ Shelter Services (CASS) (\$7,000), MIKID (\$5,000), Potter's House (\$7,650) Surprise Summer Youth Employment Program (\$13,000) All projects are major funding priorities in Consolidated Plan 2015-19 and Annual Action Plan 2016-17 and are City Council approved awards.

The highlights of the report are as follows:

Emergency Housing Rehabilitation Program:

- a. The City of Surprise Community and Human Service Department continues to offer Emergency Rehabilitation (rollover funding) on owner-occupied homes. Income qualified individuals are eligible on a first-come-first-served basis. CDBG funding is used for this program.
- b. Repairs under this program include, but are not limited to accessibility, plumbing, heating, cooling and electrical.
- c. 21 individual projects were completed during the 2016-2017 Program Year.
- d. Program is ongoing while funds remain.

Neighborhood Infrastructure Improvements:

- a. Awarded Design Bid contract for tenant improvements to the Tech-Celerator facility in the amount of \$380,341.
- b. Awarded consultant contract in the amount of \$120,000 for the Water Resource Master Plan (funding was allocated from 2015 CDBG award).

Public Service Grants:

- a. The Human Service and Community Vitality Department solicited proposals for Public Service Grants. Applications were awarded for \$87,770. A total amount of \$51,573 was expended. MIKID provided a total of 200 hours of counseling for a contract amount of \$5,000 and The Surprise Summer Youth Employment Program, which provided salaries for 25 youth interns, for a total of \$13,000 expended. Both contracts have been closed out this program year. There currently are 5 agency contracts carried over into 2017-2018 in the amount of \$36,197 with a contract end date of November 30, 2017 for all 5 contracts.
- b. Seven (7) organizations' applications were awarded after all grants were individually scored and applicants gave presentations on their individual applications in front of the Planning and Zoning Commission. The commission made recommendations to the City Council, which were then approved and included in the 2016-2017 Annual Action Plan.

- c. Contract funds in the amount of \$23,198 were carried over from Public Service Program Year 2015-2016 to Program Year 2016-2017 – Benevilla provided 477 hours for full day child care, 307 hours for half day child care and 292 home delivered meals for a total contract amount of \$9,559 in which the remaining balance of \$441 was spent during Program Year 2016-2017. Ability 360 completed a total of (4) handicap modification projects for a total contract amount of \$15,057 of which \$12,494 was spent in 2016-2017 reporting year. The Tumbleweed contract in the amount of \$6,316.80 was canceled due to an organization financial restructure.

The remaining balance of \$10,263 (see breakdown below) will be transferred to Neighborhood Infrastructure Project and the Emergency Repair Program:

- Tumbleweed \$6,316.80
- Ability 360 \$3,830.70
- Benevilla \$115.50

Administration:

- a. 20% of the allotted CDBG funding was set aside for program administration in the amount of \$117,028; \$114,657 was expended during the program year. \$2,371 was leftover and will be transferred to the Emergency Repair Program.

The below table illustrates the current status of projects and funds expended during the 2016-17 program year:

Project	Funding Source	2016-17 Status	Funds Allotted	Funds Expended	Future Action
Emergency Housing Rehabilitation	CDBG	In Progress	\$135,528 rollover	\$107,748 \$27,780 encumbered	Emergency Repairs on Owner Occupied, Income Qualified, Homes in Surprise
Public Service Grants	CDBG	In Progress (2) contracts closed from PY15-16 (2) contracts closed from PY16-17	\$87,770	\$ 51,573	Partnership with Funded Non-Profit Organizations for Specified Public Services
Tech-Celerator TI - Surprise Heritage District	CDBG	Design Bid awarded; Construction out to bid	\$380,341	\$30,043	Completion Jan 2018
Water Resource Master Plan	CDBG	Design Phase	\$120,000	\$46,142	Completion Sep 2017
Administrative Allotment	CDBG	In Progress	\$117,028	\$114,657	None

Previous Actions

Projects reported on were approved by the Planning and Zoning Commission as well as the City Council through public meetings and public hearings held as part of the CDBG Annual Action Plan process. Funding of each project is determined by the procurement process, and subsequently approved by the City Council if necessary per city procurement guidelines.

Updated Actions

The City of Surprise views 2016-2017 program year as one of continued growth, progress, and significant investment in the future to create sustainable neighborhoods. A draft copy of the report was made available for public comment for 15 days as required per HUD regulation. Any comments received will be included in the final draft of the CAPER.

Future Actions

Submission to HUD by September 29, 2017.

Recommendations

Staff recommends approval of CAPER 2016-2017.



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

Thursday, September 7, 2017 @ 6:00 PM
 COUNCIL CHAMBERS

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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 only on issues within the jurisdiction of the Board\Commission which are not an item 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	PRESENTED BY

- | | | | |
|----|-------------------|--|--|
| #1 | District Internal | <u>Consideration and action approving the August 17, 2017 Planning and Zoning Commission minutes.</u> | Approve
Lorraine
Nevarez -
Community
Development |
| #2 | District 1 | <u>Presentation and action approving a Site Plan for Surprise Behavioral Hospital (SBH) generally located north of the northeast corner of North Parkwood Place and West Paradise Lane within the Orchards Planned Area Development (PAD).</u> | None
Hobart Wingard -
Community
Development |
| #3 | District Citywide | <u>Presentation and discussion pertaining to the development status of Special Planning Area 2</u> | No Action
Lloyd Abrams -
Community
Development |

REGULAR AGENDA ITEM - PUBLIC HEARING:

			STAFF RECOMMENDATION/
ITEM #	DISTRICT #	ITEM DESCRIPTION	PRESENTED BY
#4	District 3	<u>Consideration and action regarding a zone change from Residential Ranch to Medium Density Residential (RM-9) with a PUD Overlay</u>	Approve Robert Kuhfuss - Community Development
#5	District Citywide	<u>Consideration and action approving the Consolidated Annual Performance and Evaluation Report 2016-2017.</u>	Approve Christina Ramirez, Human Service & Community Vitality

OTHER BUSINESS:

- | | | | |
|----|-------------------|--|--|
| #6 | District Internal | <u>Discussion and direction pertaining to future agenda items.</u> | No Action
Eric Fitzer -
Community
Development |
| #7 | District Internal | <u>EXECUTIVE SESSION:</u>

<u>ARS 38-431.03(A)(3) – discussion or consultation for legal advice with the attorney or attorneys of the public body regarding the Arizona Open Meeting Law</u> | None
Attorney Van
Riper |

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: August 31, 2017 at 2:15 PM

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

September 7, 2017 @ 6:00:00 PM

Back Print

Board Meeting Date:	September 7, 2017	Contact Person:	Lorraine Nevarez - 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 approving the August 17, 2017 Planning and Zoning Commission minutes.

Motion:

I move to approve the August 17, 2017 Planning and Zoning Commission minutes.

Background:

Financial Impact Statement:

No Financial Impact

ATTACHMENTS:

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☐ [Minutes - August 17, 2017 Meeting](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

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

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

August 17, 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 August 17, 2017.

A. ROLL CALL

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

STAFF PRESENT:

Community Development Director Eric Fitzer, Deputy City Attorney Ellen Van Riper, Planner Robert Kuhfuss, Planner Sergio Angulo, Planner Hobart Wingard 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:

No items.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Item 1 – Internal – Consideration and action pertaining to approval of the August 3, 2017 Planning and Zoning Commission minutes.

Commissioner Smith made a motion to approve the August 3, 2017 Planning and Zoning Commission minutes. Vice Chair Rosenbaum seconded the motion. The motion passes with 7 votes in favor.

Item 2 – District 5 – Presentation and action approving a Site Plan for In-N-Out Burger located on the southwest corner of Bell Road and Civic Center Drive within the Surprise Center Planned Area Development (PAD).

Hobart Wingard, planner, presented item 2 to the Commission.

The Commission discussed item 2:

- Extending the drive through
- Stop light on Elm Street
- Queueing distance

Chair Chapman opened the call to the public for item 2.

Kim Davies, resident, shared that this is a good project.

Thaddeus Dobson, resident, shared this is an exciting project and the public is behind it.

Donna Bronski, resident, shared her excitement regarding the project. Ms. Bronski noted her concern regarding the layout of the Site Plan. There will be a long line of cars visible to the people entering the city. Ms. Bronski suggested the Site Plan be flipped.

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

Commissioner Norberg made a motion to approve the Site Plan for In-N-Out Burger located on the southwest corner of Bell Road and Civic Center Drive within the Surprise Center Planned Area subject to stipulations (a) through (c) as listed in the staff report. Commissioner Keating seconded the motion. Motion passes with 7 votes in favor.

Item 3 – District 6 – Consideration and action regarding a Site Plan for the Christopher Todd Collection at Marley Park.

Commissioner Keating recused himself from this item because he purchased property in Marley Park.

Robert Kuhfuss, planner, presented item 3 to the Commission.

The Commission discussed item 3:

- Market Benefit of proposed 1 & 2 bedroom units

- Leasing amount
- Parking ratios
- Single Ownership vs. Condominiums
- Sidewalks and pathways
- Entry Monument
- Square footage of the units
- Gated community

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

Martin Barclay, resident, noted his concerns regarding this project. He has lived in Marley Park for three years. He is concerned there will not be enough adequate parking. The number of garages is inadequate. This will cause an increase in crime because of the number of vehicles not garaged. Cars will park along the streets causing safety issues for children in the neighborhood. Mr. Barclay is asking the commission to deny this project.

Billy Bungert, resident, has lived in Marley Park for 11 years. Ms. Bungert's concern is traffic and safety. During school pickup and drop off the streets are filled to their capacity. The Marley Park Community was told they would be a part of a Safe Routes to School Survey; however, this will not happen until 2018. Ms. Bungert is asking the commission to deny the project.

Bill Adams, resident, noted his concerns regarding this project. Mr. Adams has lived in Marley Park for nine years. He shared that perception is reality. Mr. Adams is a member of the Protect Marley Park Vision, that expressed their concerns over this project to city. The presented attributes of the project are not in accordance with the PAD.

Robert Oliver, resident, discussed the Westside Linear Park. He notes the PAD requires the linear park. The planning proposal discusses the pavement, sidewalk, and walkways should be on the west side. Planning staff suggested the units face the western side. The developer did not turn the units towards the walkway. Further, this will create crime and mischief.

Ann Allen, has been a resident of Marley Park for eight years. Ms. Allen discussed the southern linear park. It is not being completed. Ms. Allen likes to ride her bike with her son. The boundaries have already been developed. The area with the solar panels was designated initially for the park. Ms. Allen is asking the Commission to deny this project.

Jon O'Leary, resident/10-year veteran of Maricopa Planning Department, has consulted with other planning professionals regarding the Marley Park PAD. Marley Park has open spaces as stated in the entitlement. The calculations used by the developer regarding open space was incorrect. The developer must contribute more acres of open space. Mr. O'Leary asks the Commission to deny this project.

Gena O'Leary, resident of Marley Park for 5 years, is part of the Protect Marley Park Vision. Ms. O'Leary noted a formal response was provided to the city regarding concerns of this project. Concerns consist of the units not being oriented correctly and units missing porches. Ms. O'Leary noted that governments have a legal and moral duty to the communities. Ms. O'Leary shared that 94% of residents do not want the Christopher Todd project.

Richard Randall, resident, shared his concern regarding open space. Mr. Randall noted private yards should not be considered open space. Open space should be accessible. Mr. Randall asks the Commission to deny this request.

Donna Bronski, resident, shared this is a nice project. Ms. Bronski noted there are variances with the PAD and it does require the houses face Old Oak and Whisper Woods. Ms. Bronski stated the developer has made a lot of progress by addressing the neighborhood concerns. DMB has provided a letter that outlines items that need to be considered by the developer. Ms. Bronski is requesting the Commission to add two additional stipulations to the motion that will require the developer comply with those items.

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

The Commission added stipulation f and g as stated:

Stipulation f: Development of the site plan shall be consistent with FS-17-164 entitled Christopher Todd Communities at Marley Park except that within 30 days of approval by the planning and zoning commission the applicant shall submit a revised site plan in accordance with the letter DMB approval letter dated July 31, 2017.

Stipulation g: Provide two additional pedestrian access points from Old Oak Lane to the development.

Commissioner Bash made a motion to approve the Site Plan for the Christopher Todd Project at Marley Park, subject to stipulations (a) through (e) as listed in the staff report and stipulations (f) and (g) as stated. Commissioner Smith seconded the motion. Motion passes with 6 votes in favor.

Item 4 – District 5 – Consideration and action on the Site Plan to allow for a new Hilton Garden Inn Hotel with a Restaurant in Stadium Village located on the southeast corner of Stadium Way and Young Street.

Sergio Angulo, planner, presented item 4 to the Commission.

The Commission discussed item 4:

- Orientation of location
- Amenities of Hotel

Vice Chair Rosenbaum made a motion to approve the Site Plan to allow for a new Hilton Garden Inn Hotel with a Restaurant in Stadium Village located on the southeast corner of Stadium Way and Young Street, subject to stipulations (a) through (c) as listed in the staff report. Commissioner Cultum seconded the motion. Motion passes with 7 votes in favor.

Item 5 – District 1 – Consideration and action on a Major Amendment to the Asante Planned Area Development (PAD) to Rezone 220.1 acres (approx.) from PAD to RM-6, RM-9, and Mixed-Use PUD generally located north of Grand Avenue approximately 1.5 miles west of 163rd Avenue.

Sergio Angulo, planner, presented item 5 to the Commission.

The Commission discussed items 5, 6 and 7 simultaneously:

- Number of units/residence
- Open space
- Golf course/lake
- Pedestrian and bike access
- Acreage for schools

Chair Chapman opened the call to the public for item 5, 6, and 7.

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

Commissioner Cultum made a motion to recommend approval to the Mayor and City Council on a Major Amendment to the Asante Planned Area Development (PAD) to Rezone 220.1 acres (approx.) from PAD to RM-6 PUD, RM-9 PUD, and Mixed-Use PUD generally located north of Grand Avenue approximately 1.5 miles west of 163rd Avenue. Vice Chair Rosenbaum seconded the motion. Motion passes with 7 votes in favor.

Item 6 – District 1 – Consideration and action on a Major Amendment to the Asante North Planned Area Development (PAD) to Rezone 149.1 acres (approx.) from PAD to RM-6 PUD and RM-9 PUD generally located north of Grand Avenue approximately 2.5 miles west of 163rd Avenue.

Sergio Angulo, planner, presented item 6 to the Commission.

The Commission discussed item 6 with item 5.

Call to the public was held with item 5.

Commissioner Cultum made a motion to recommend approval to the Mayor and city Council on a Major Amendment to the Asante North Planned Area Development (PAD) to Rezone 149.1 acres (approx.) from PAD to RM-6 PUD and RM-9 PUD generally located north of Grand Avenue approximately 2.5 miles west of 163rd Avenue. Vice Chair Rosenbaum seconded the motion. Motion passes with 7 votes in favor.

Item 7 – District 1 – Consideration and action on a Planned Unit Development (PUD) Overlay District over approximately 369.2 acres of property proposed to be Rezoned (cases FS17-011 and FS17-012) from PAD to Residential Medium Density with a PUD Overlay (RM-9 PUD), Residential Medium Density with a PUD Overlay (RM-6), and Mixed-Use with a PUD Overlay (MU PUD) generally located north of Grand Avenue approximately 1.5 miles west of 163rd Avenue.

Sergio Angulo, planner, presented item 7 to the Commission.

The Commission discussed item 7 with item 5.

Call to the public was held with item 5.

Commissioner Norberg made a motion to recommend approval to the Mayor and City Council on a Planned Unit Development (PUD) Overlay District over approximately 369.2 acres of property proposed to be Rezoned (cases FS17-011 and FS17-012) from PAD to Residential Medium Density with a PUD Overlay (RM-9 PUD), Residential Medium Density with a PUD Overlay (RM-6 PUD), and Mixed-Use with a PUD Overlay (MU PUD) generally located north of Grand Avenue approximately 1.5 miles west of 163rd Avenue. Commissioner Keating seconded the motion. Motion passes with 7 votes in favor.

OTHER BUSINESS:

Item 8 – INTERNAL - Discussion pertaining to future agenda items.

Director Fitzer informed the Commission staff is still coordinating the joint meeting with City Council. The week of the September 25th is being considered.

Director Fitzer noted a map was provided to the Commission regarding the Spa 2 area. The map shows the developments and number of units in the area. Staff will give a presentation at the next meeting. Staff is also preparing a presentation regarding landscaping and what is currently in code. Staff would like input from the Commission regarding the design standards for landscaping. This presentation will be given at the 2nd meeting in September.

ADJOURNMENT:

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 8:22 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: _____



CITY OF SURPRISE
Planning and Zoning Commission

September 7, 2017 @ 6:00:00 PM

Back Print

Board Meeting Date:	September 7, 2017	Contact Person:	Hobart Wingard - Community Development
Submitting Department:	CD Boards and Commissions	District:	1
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation and action approving a Site Plan for Surprise Behavioral Hospital (SBH) generally located north of the northeast corner of North Parkwood Place and West Paradise Lane within the Orchards Planned Area Development (PAD).

Motion:

I move to approve a Site Plan for Surprise Behavioral Hospital generally located north of the northeast corner of North Parkwood Place and West Paradise Lane within the Orchards PAD proposed under case FS17-269.

Background:

The proposed psychiatric hospital will provide a complementary use to the overall Stadium Village development. The designation of mixed use allows the subject use principally in this zoning district.

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. It is projected that the SBH project will provide approximately 25 full time positions.

ATTACHMENTS:

Click to download

- ☐ [01 - FS17-269 - Surprise Behavioral Hospital - Final Plat - Vicinity Map](#)
- ☐ [02 - FS17-269 - Surprise Behavioral Hospital - Final Plat - Site Plan](#)
- ☐ [03 - FS17-269 - Surprise Behavioral Hospital - Final Plat - Landscape](#)
- ☐ [04 - FS17-269 - Surprise Behavioral Hospital - Final Plat - Elevations](#)
- ☐ [05 - FS17-269 - Surprise Behavioral Hospital - Final Plat - Presentation](#)

☐ [SBH Staff Report updated](#)

External Attachment Links:

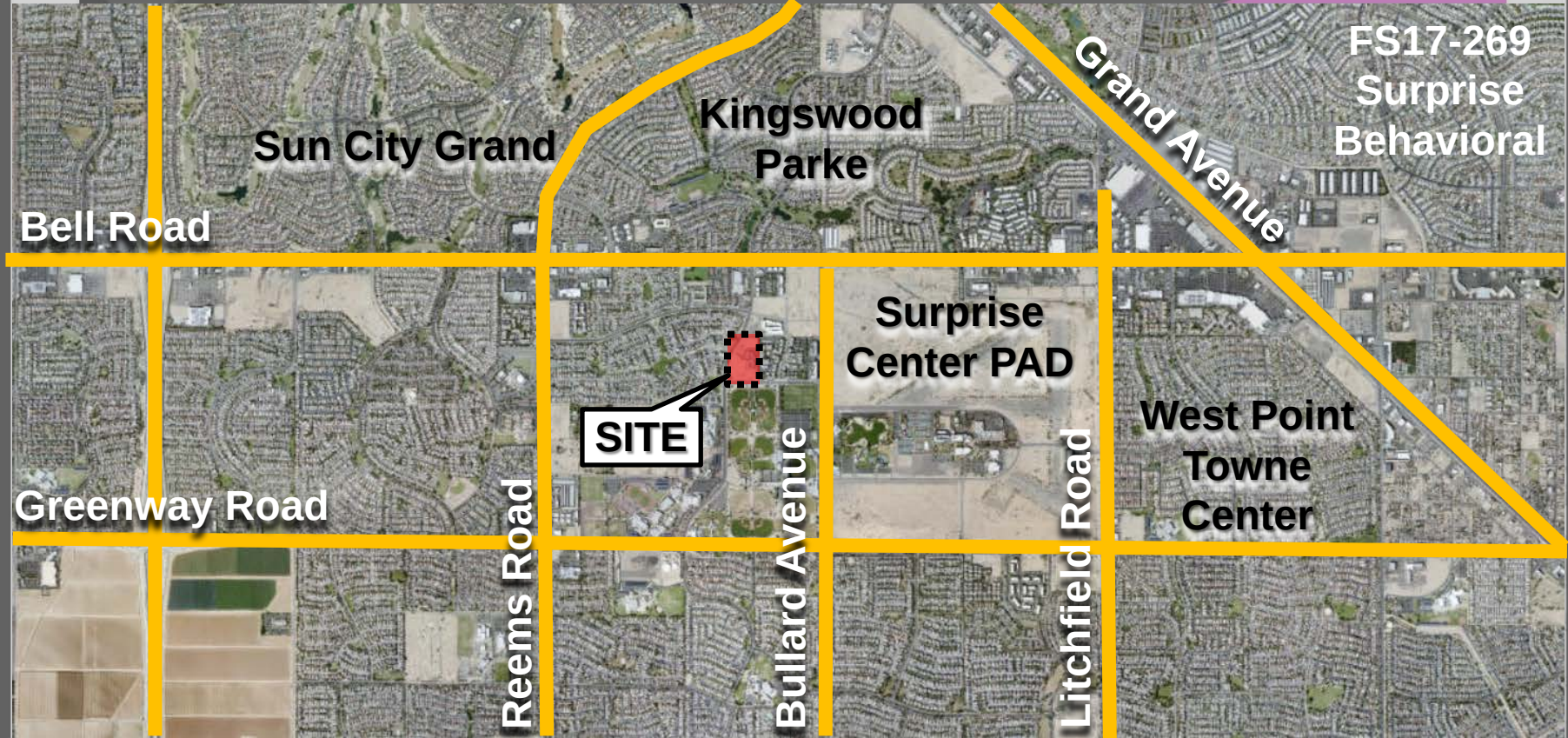
Meeting Requirements:

Powerpoint x Video x White Board x Other x

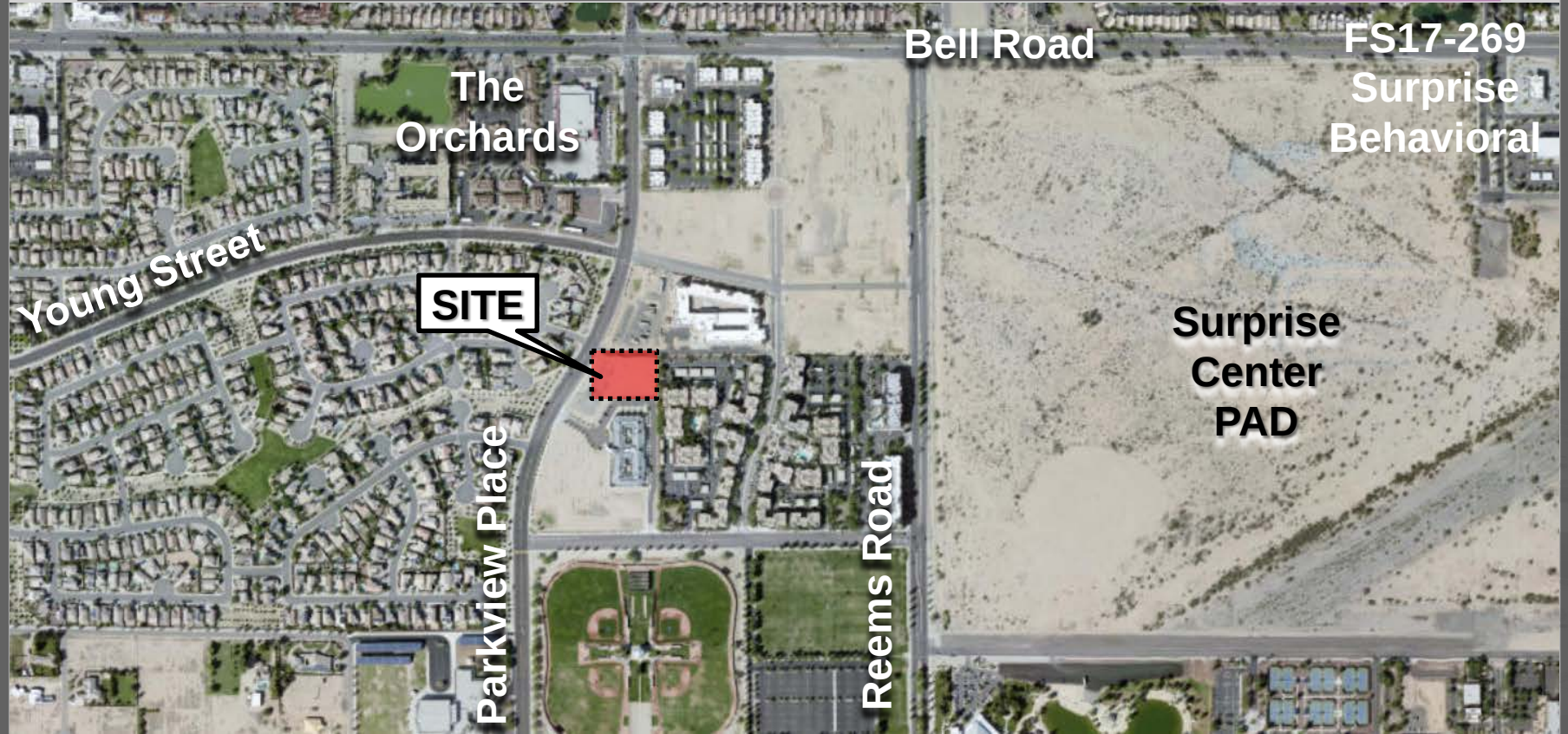
Presentation Speaker Names (spelling and titles for TV captions):

Hobart Wingard, Planner II

VICINITY MAP

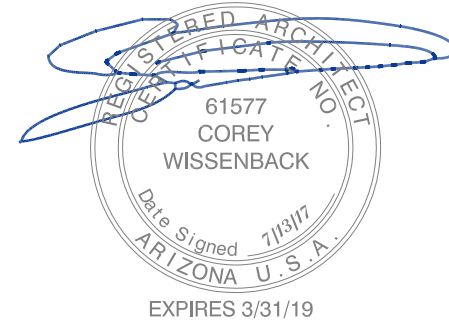


VICINITY MAP





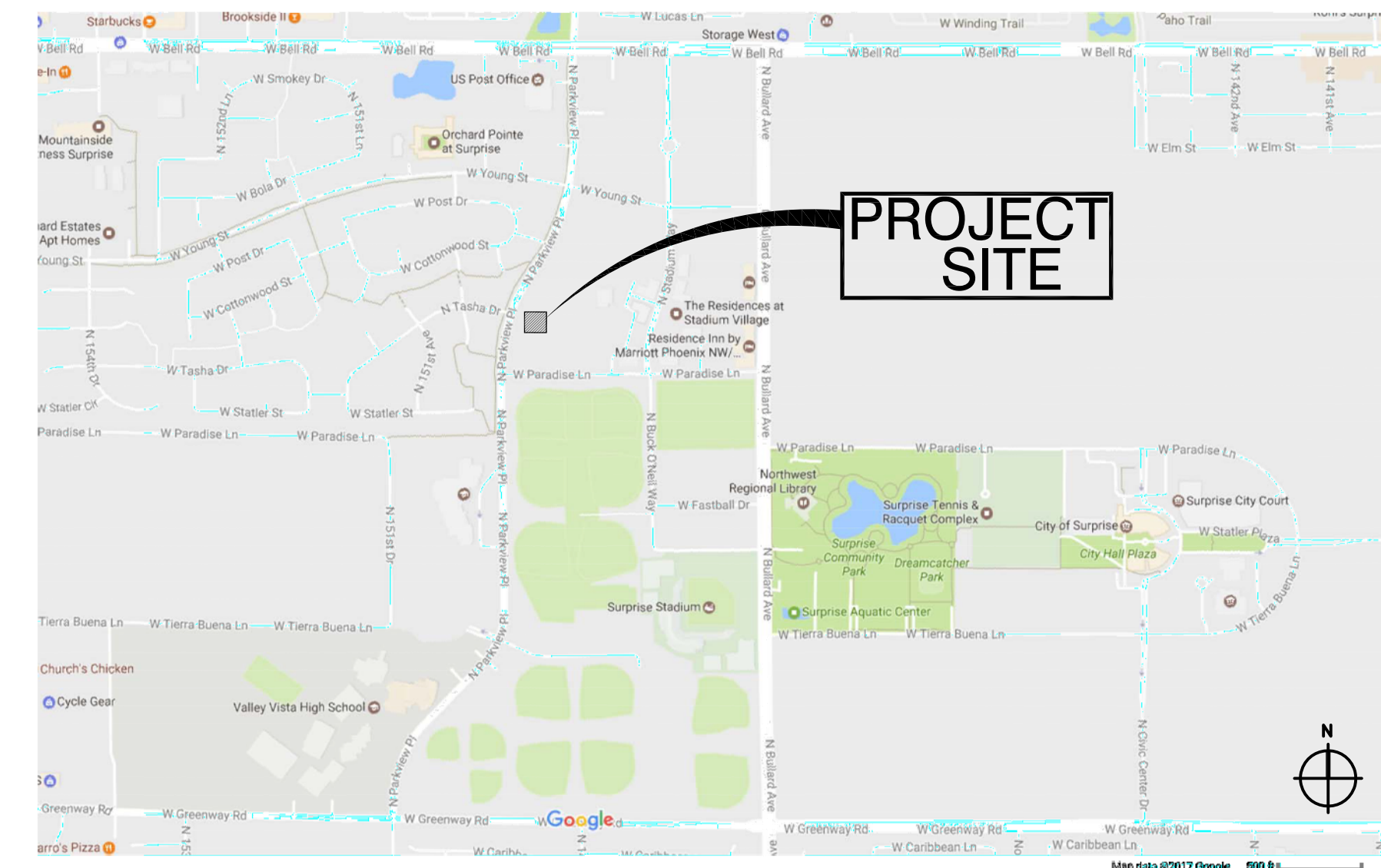
PSWC Architects
ARCHITECTURE
PLANNING
INTERIOR DESIGN



FIRE LANE / APPARATUS NOTE:
PROVIDE STRIPING, RED PAINTED
CURB AND SIGNAGE PER THE
SURPRISE FD EMERGENCY
ACCESS & DETAIL GUIDEBOOK
CHAPTER 1

SIDEWALK NOTE:
ALL SIDE WALKS ON SITE TO BE
MIN 5'-0" WIDE

ONSITE RETENTION
UNDERGROUND STORAGE &
DRYWELL - SEE CIVIL, DASHED LINE
INDICATES 100 YEAR HIGH WATER
ELEVATION.



VICINITY MAP

PROPOSED SITE AREA:
50,536 S.F. / 1.16 AC.
SITE COVERAGE (IMPERMEABLE): 74.5%

**PROJECT: SURPRISE
BEHAVIORAL HOSPITAL
SURPRISE, AZ**

© Copyright PSWC Architects
July 12, 2017

PROPOSED SITE PLAN - SURPRISE, AZ

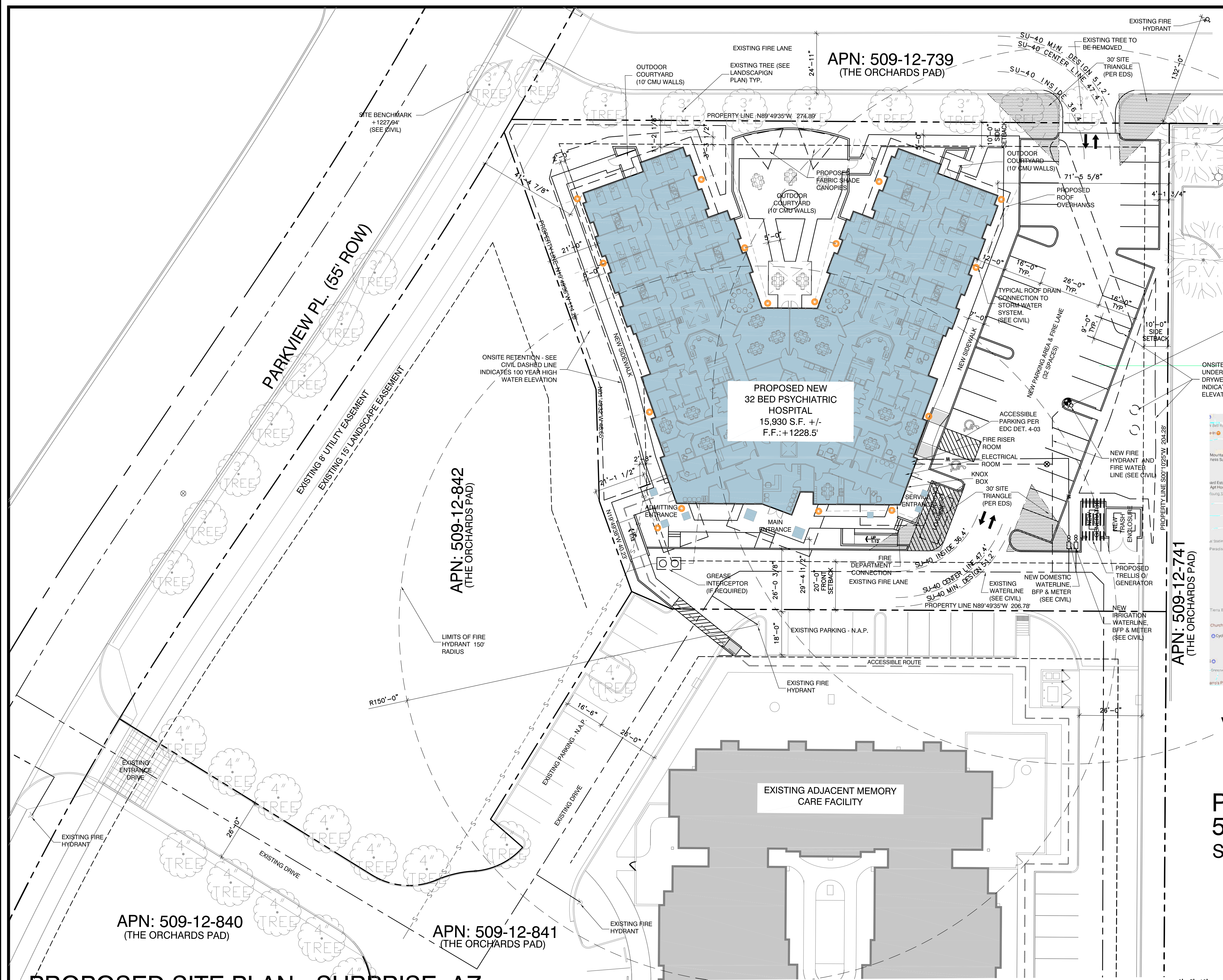
SCALE : 1" = 20'-0"

PLANNING SUBMITTAL

OWNER/ DEVELOPER:
AVENIR
101 E. SHEA BLVD., #101
SCOTTSDALE AZ, 85259
TEL: 602-723-6093

ARCHITECT:
PSWC ARCHITECTS
1930 VILLAGE CENTER CIR. #3-475
LAS VEGAS, NV 89134
TEL: 702-259-0011

CIVIL ENGINEER:
GRADING AND DRAINAGE ENGINEERS
4830 W. CREEDENCE BLVD
GLENDALE, AZ 85310
TEL: 623-581-3371



**PROPOSED NEW
32 BED PSYCHIATRIC
HOSPITAL
15,930 S.F. +/-
F.F.: +1228.5'**

**EXISTING ADJACENT MEMORY
CARE FACILITY**

**APN: 509-12-842
(THE ORCHARDS PAD)**

**APN: 509-12-741
(THE ORCHARDS PAD)**

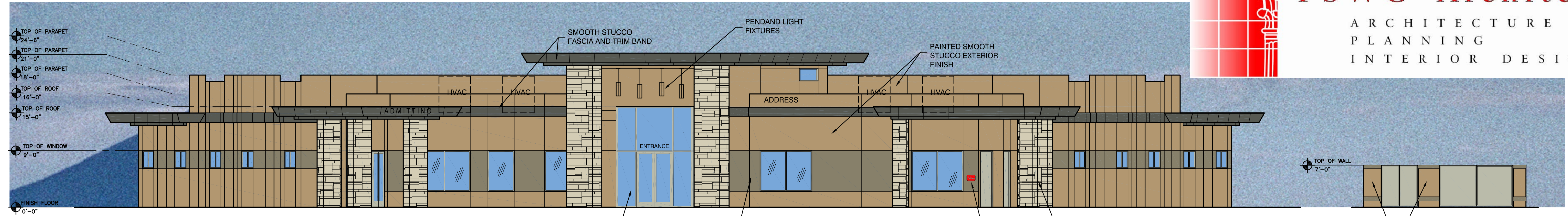
**APN: 509-12-840
(THE ORCHARDS PAD)**

**APN: 509-12-841
(THE ORCHARDS PAD)**



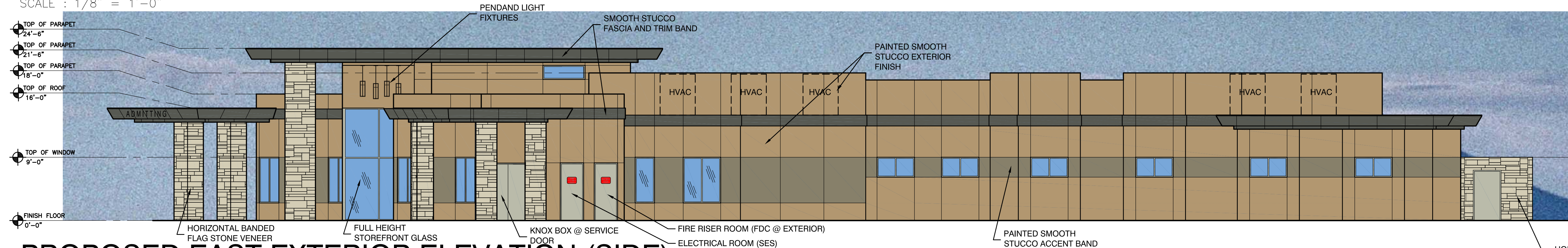
PSWC Architects

ARCHITECTURE
PLANNING
INTERIOR DESIGN



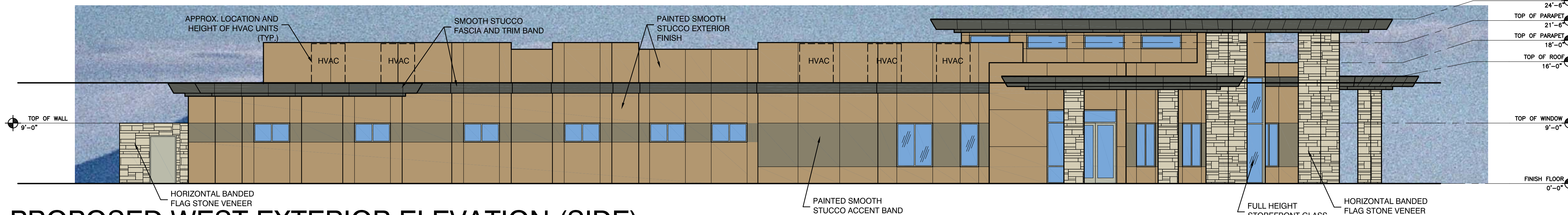
PROPOSED SOUTH EXTERIOR ELEVATION (FRONT)

SCALE : 1/8" = 1'-0"



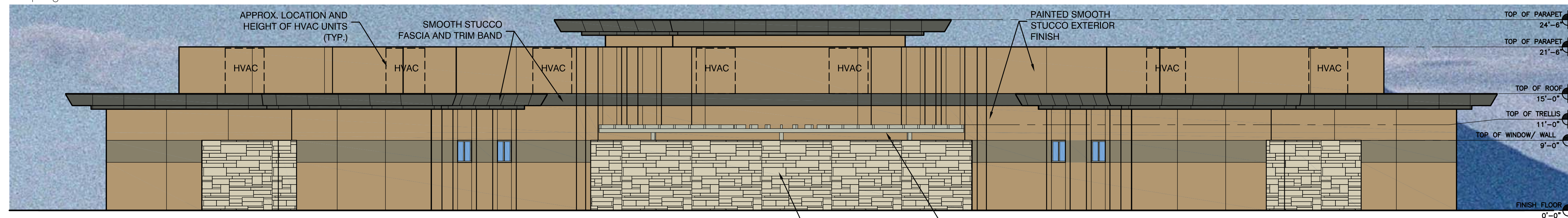
PROPOSED EAST EXTERIOR ELEVATION (SIDE)

SCALE : 1/8" = 1'-0"



PROPOSED WEST EXTERIOR ELEVATION (SIDE)

SCALE : 1/8" = 1'-0"



PROPOSED NORTH EXTERIOR ELEVATION (REAR)

SCALE : 1/8" = 1'-0"

**PROJECT: SURPRISE
BEHAVIORAL HOSPITAL
SURPRISE, AZ**

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May 17, 2017

PLANNING SUBMITTAL

OWNER/ DEVELOPER:

AVENIR
101 E. SHEA BLVD., #101
SCOTTSDALE AZ, 85259
TEL: 602-723-6093

ARCHITECT:

PSWC ARCHITECTS
1930 VILLAGE CENTER CIR. #3-475
LAS VEGAS, NV 89134
TEL: 702-259-0011

CIVIL ENGINEER:

GRADING AND DRAINAGE ENGINEERS
4830 W. CREEDENCE BLVD
GLENDALE, AZ 85310
TEL: 623-581-3371

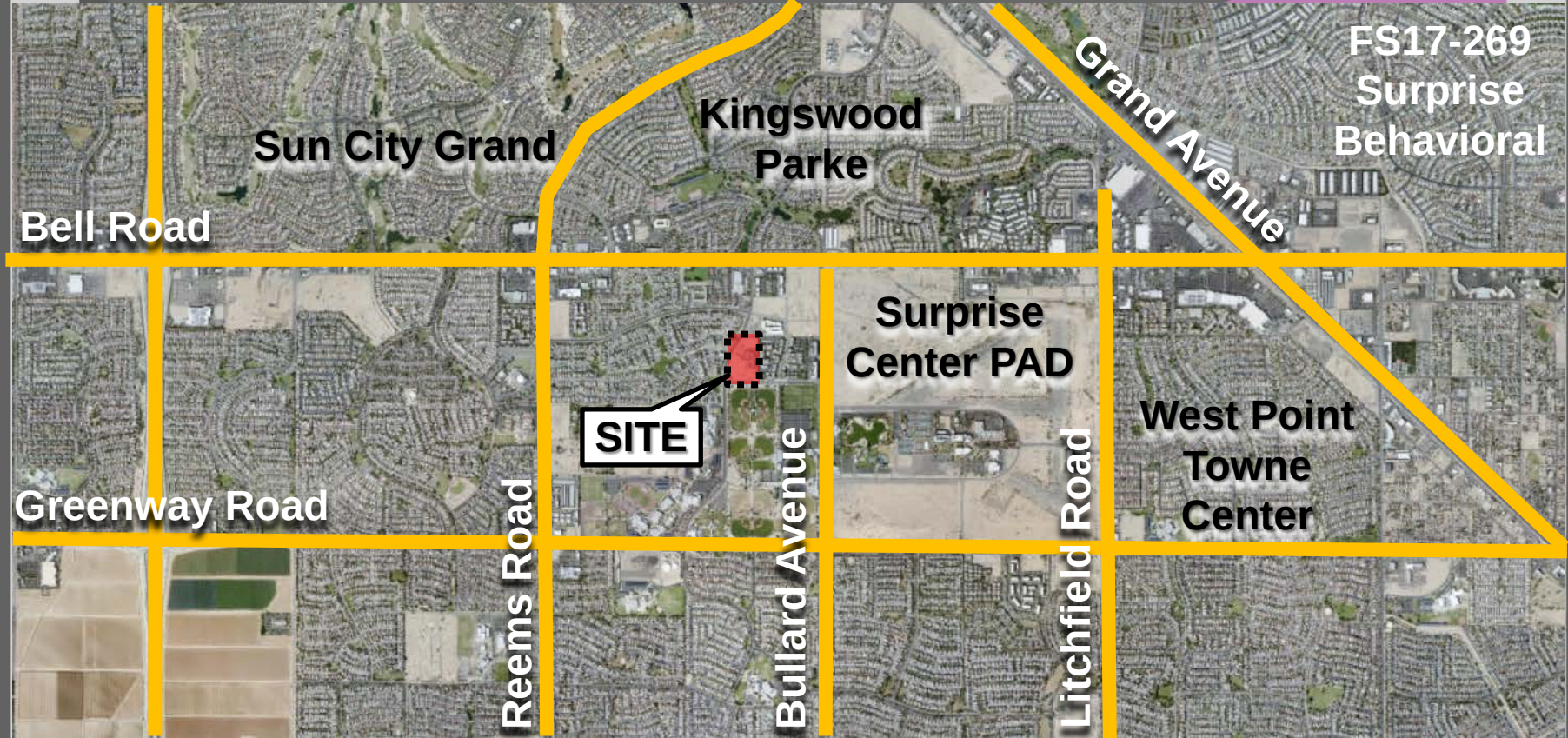


SURPRISE
ARIZONA

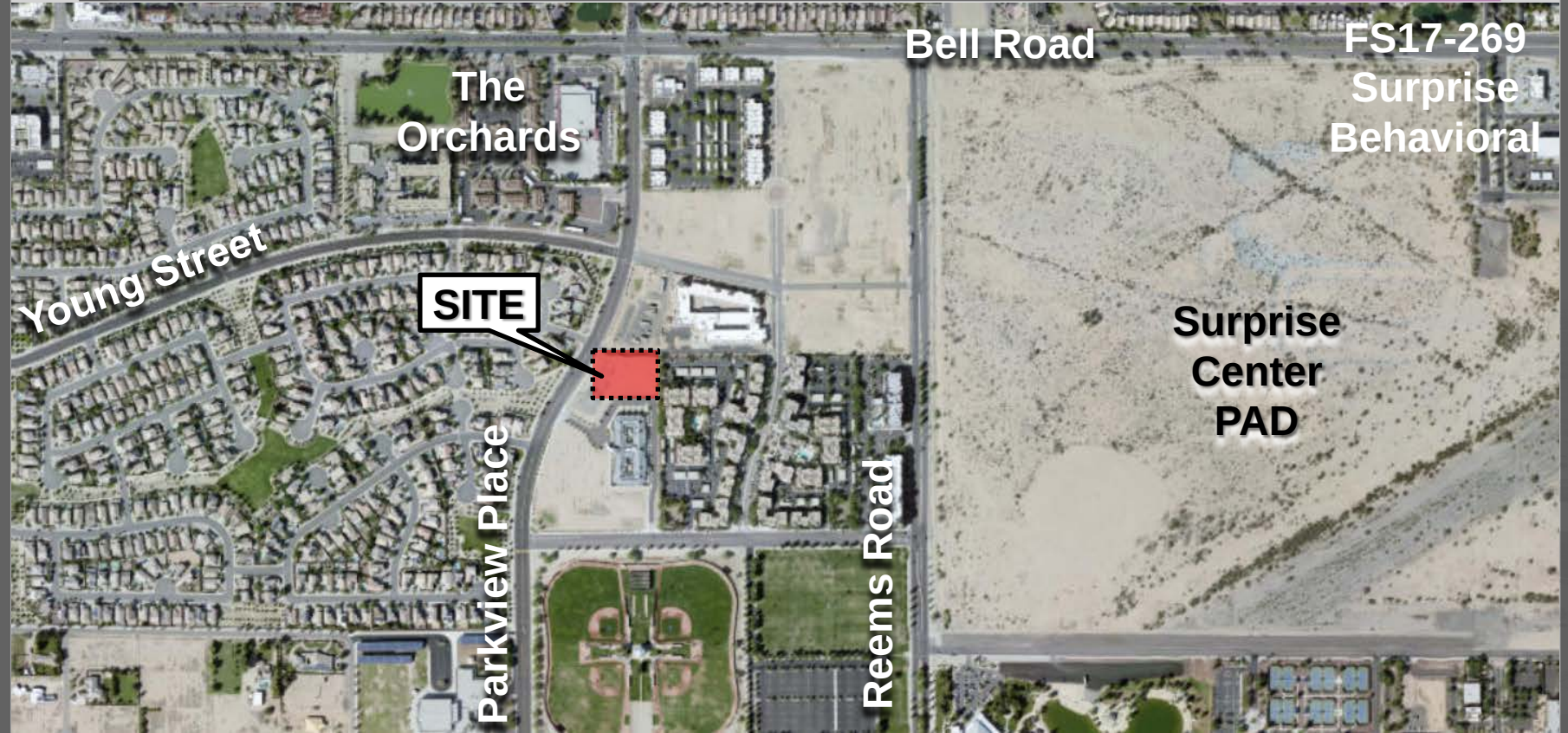
SURPRISE BEHAVIORAL AT STADIUM VILLAGE

Site Plan – September 7, 2017

VICINITY MAP

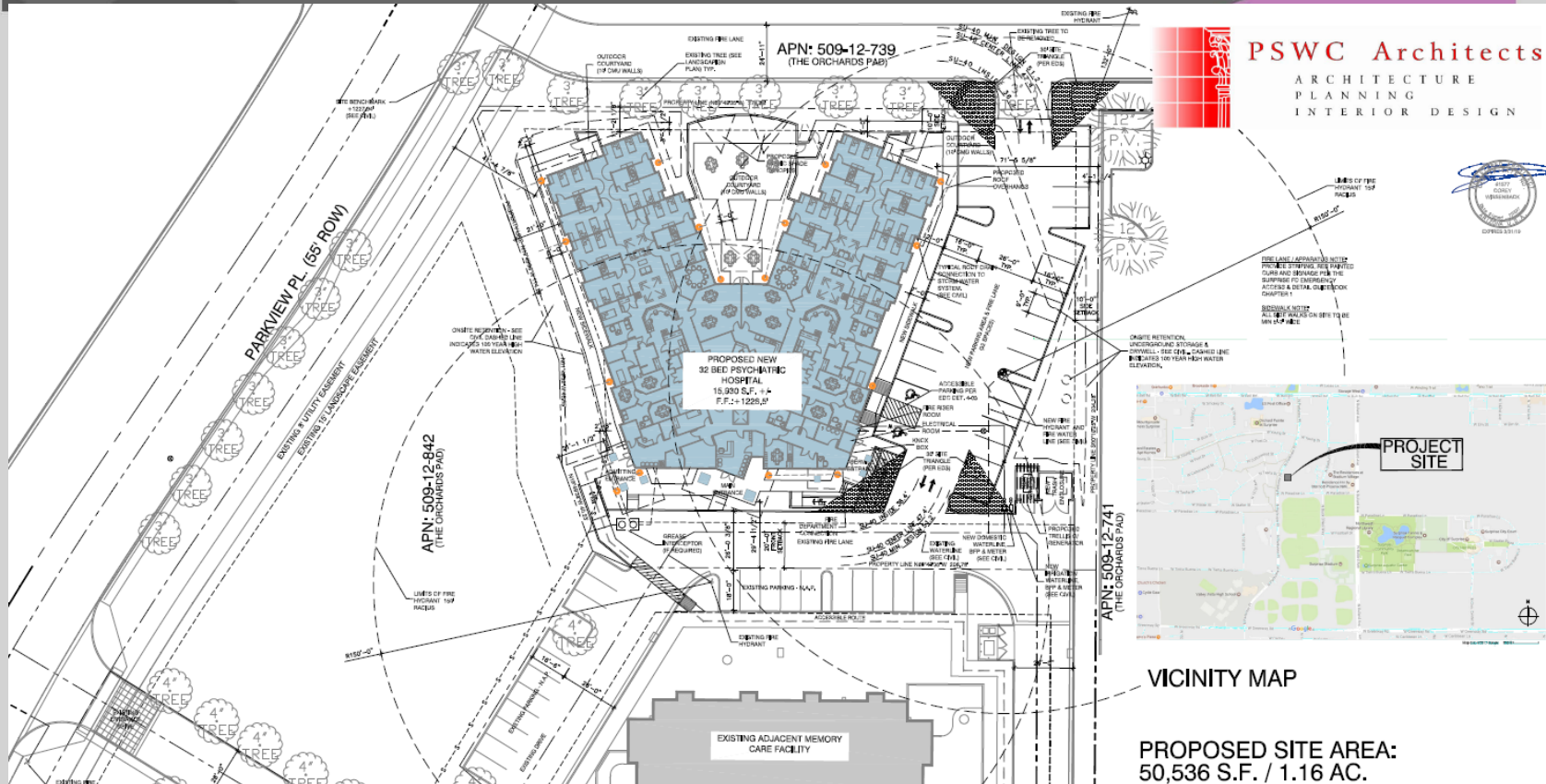


VICINITY MAP

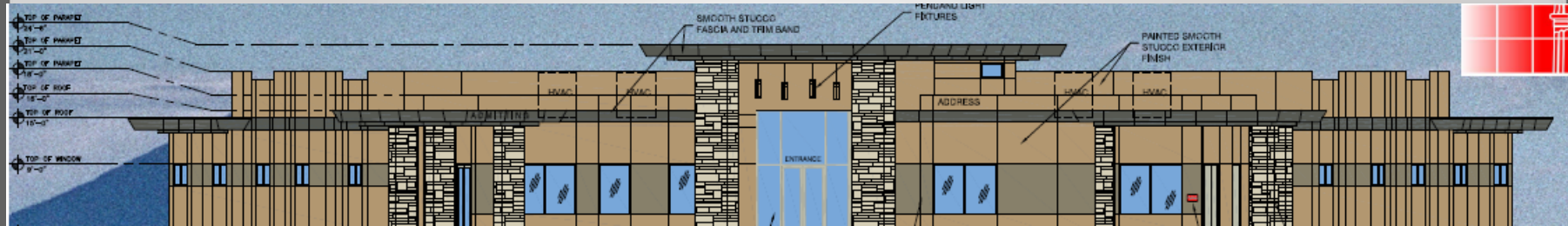




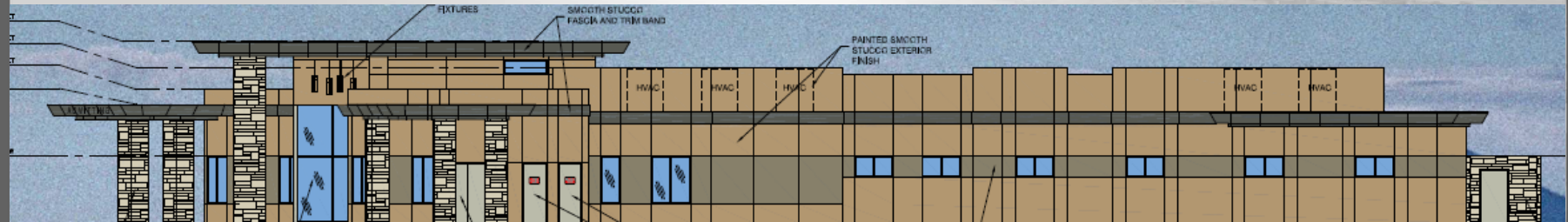
MASTER SITE



ELEVATIONS

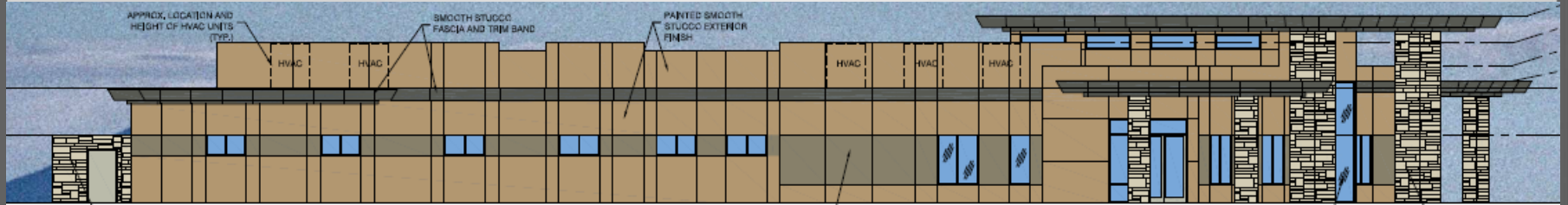


South – Front

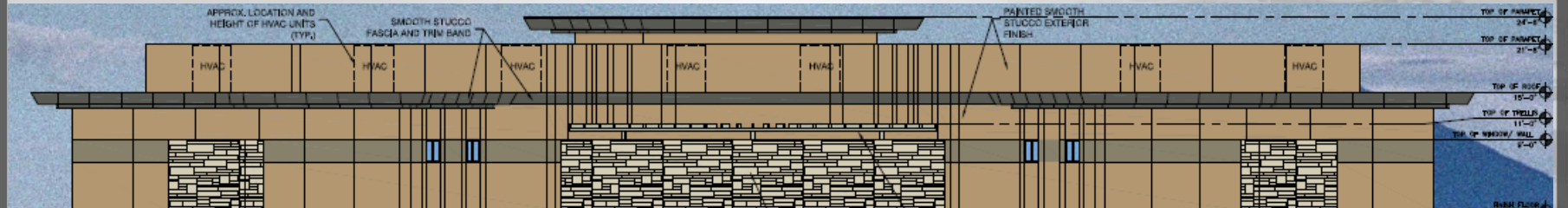


East – Towards Apartments

ELEVATIONS

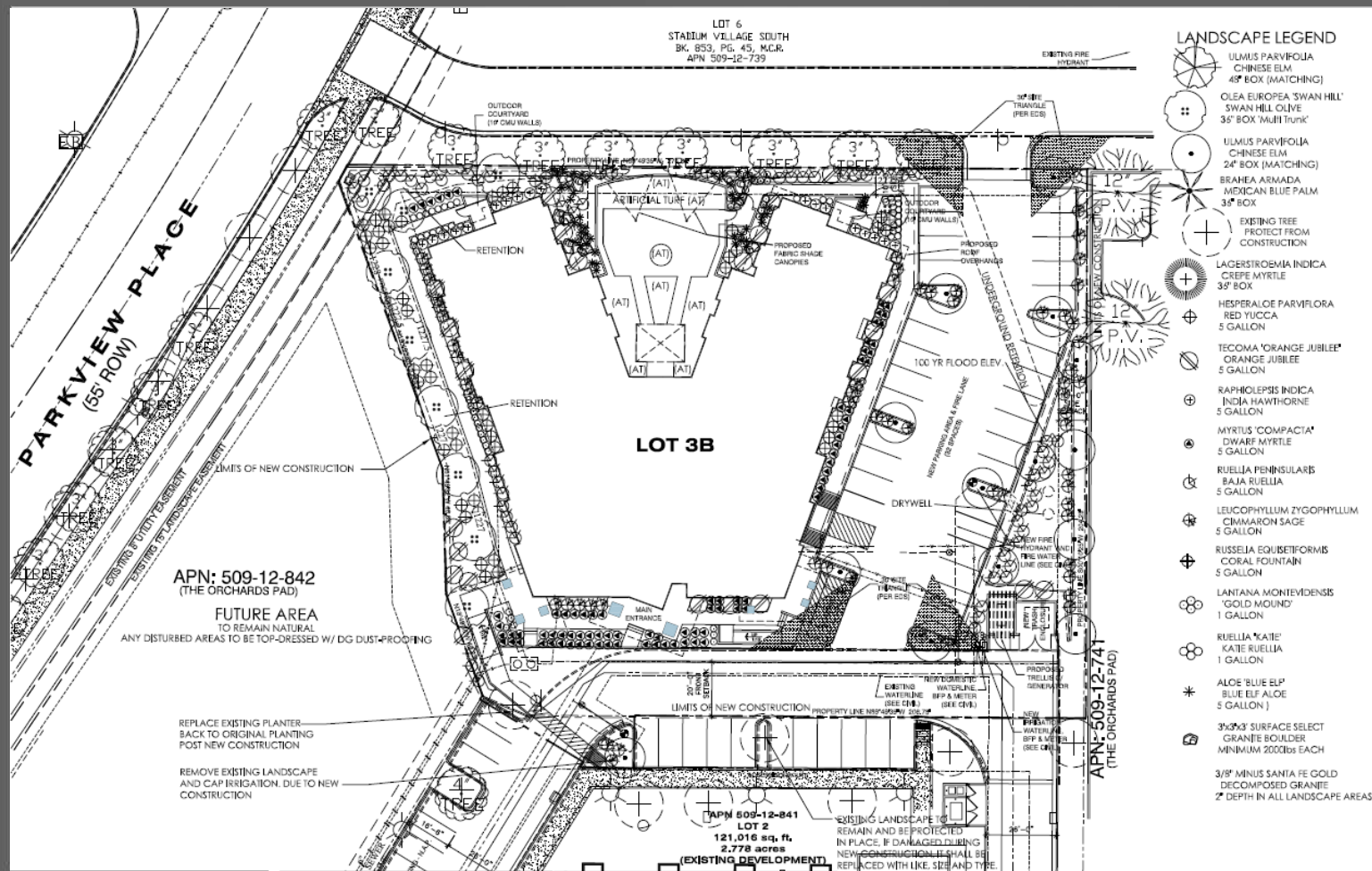


West



North

K
NO





SURPRISE

ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You

Case: FS17-269

Project Name: Surprise Behavioral Hospital

Council District: 5 - Palm

Meeting Date: September 7, 2017

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

Owner: Diamond Seniors, LLLP

Applicant: The Avenir Group

Request: Site Plan approval for a new 15,930-square foot Psychiatric Hospital with building, parking, patio area, and landscaping.

Site Location: Generally, north of the northeast corner of North Parkwood Place and West Paradise Lane, within the Stadium Village portion of the Orchards Planned Area Development (PAD).

Site Size: Approximately 1.16 acres of an 8.84 medical campus

General Plan Conformance: The proposal is consistent with the Surprise General Plan 2035

Support/Opposition: None received by staff

Staff Recommendation: Staff recommends the Commission approve the proposed Site Plan for the Surprise Behavioral Hospital, subject to Stipulation 'A.'

Project Description:

The request includes a single story, 32-bed psychiatric hospital with approximately 15,930 square feet of floor area within the mixed-use, Stadium Village Portion of the Orchards PAD. The facility is designed to meet all local, state and federal regulations for psychiatric facilities such as proposed.

Operations:

The inpatient program at Surprise Behavioral Hospital (SBH) will provide comprehensive diagnosis and treatment for individuals over the age of 55 who are experiencing psychological, emotional behaviors or cognitive symptoms that are putting themselves at risk or to others. The typical patient will be experiencing behavioral episodes that interfere with receiving care at home or at an assisted living or memory care community or possibly be homeless due to their mental state. The majority of these behaviors can be attributed to memory loss, chemical imbalance, mood issues, anxiety or just not being able to cope with a recent loss or transition in their life.

SBH operates 24 hours a day and will receive a majority of admissions during the evening hours. Patients may be transported from a hospital or some other location where they have already been evaluated, but no sirens or flashing lights will be utilized. Secured entrances ensure the safety of the patients, visitors, and staff.

Facility:

The project is designed utilizing compatible exterior finishes to the adjacent facilities with stylized features that provide a slightly more modern and campus appearance. In compliance with the Stadium Village amendment of the Orchards PAD, the facility will provide a campus atmosphere in combination with high-density residential, existing memory care, and future medical related projects.

The hospital has two (2) points of vehicular access by sharing access with the facilities to the north and south. The adjacent memory care facility, under the same ownership, will be providing food, housekeeping, laundry, and other maintenance services.

The architecture of the facility will complement the rich colors and textures present in existing development. A combination of stone, stucco, metal awnings, and decorative architectural embellishments create a higher aesthetic while contributing to an overall urban oriented development. Three (3) outdoor courtyards proposed will have nine (9) foot high decorative masonry walls with anti-climbing features provided to ensure the patients security while still allowing access to the outdoors.

Parking for 32 vehicles is provided as required by the zoning (1 vehicle space per bed) with two (2) accessible spaces and a loading zone. The parking is designed to contribute towards the campus type atmosphere of the overall center.

The landscape design intent is to identically match the existing adjacent facilities and comply with the Surprise Unified Development Code. Drought tolerant landscape is designed to provide shade while providing an aesthetic comparable to the surrounding urban environment.

Security:

SBH will have security personnel on site around the clock. All nursing wings will be locked at all times and under the control of staff. The building will be designed to be highly tamper resistant as required by federal and state guidelines. All aspects of the nursing unit design reflect the required patient security required in these types of facilities.

Employment:

The staffing ratios at SBH are rather significant and will provide a number of good paying, stable jobs to the local community. It is projected that the SBH development will have over 25 full time employees working in multiple shifts around the clock. The available positions will range from care givers, nursing, and upper management positions. Typically, there will be five (5) to six (6) patients to every nurse and certified nursing assistant.

EXISTING ZONING:

The following chart depicts the existing zoning of the subject site and its surroundings:

The Orchards PAD Existing Single Family Residential	The Orchards PAD Existing Assisted Living Facility	
	The Orchards PAD Mixed Use - Vacant	The Orchards PAD Existed Multi-Family Residential
The Orchards PAD Mixed Use - Vacant	The Orchards PAD Existing Memory Care Facility	

Background:

June 12, 1980: The subject parcel was annexed into the City of Surprise.

September 11, 1997: a Planned Area Development (PAD) for The Orchards was approved by the Mayor and City Council.

July 11, 2002: An amendment to the Orchards PAD was approved by the Mayor and City Council creating Stadium Village.

October 2, 2014: The Planning and Zoning Commission approved a Site Plan for the adjacent Surprise Memory Care Site Plan.

October 7, 2014: A Final Plat for Lot seven (7) of the Stadium Village South was approved by the Mayor and City Council.

February 9, 2017: Staff met with the applicant to discuss the project during a regularly scheduled Concept Review meeting under CR17-040.

May 25, 2017: The applicant filed a request for a Site Plan under Case FS17-269, the subject case.

Utility and Services Table:

Electric:	APS
Water:	City of Surprise
Wastewater:	City of Surprise
Refuse:	Private
Natural Gas:	Southwest

Reviewing Agencies:

In addition to the standard city internal reviewing departments, the Arizona Department of Transportation, Maricopa Water District, USPS, and Luke AFB were included in the routing of this request. None of the reviewing agencies indicated any concerns over the request.

Summary:

The proposed psychiatric hospital will provide a complementary use to the overall Stadium Village South master site plan. The designation of mixed use allows the subject use principally in this zoning district.

Findings:

- The proposed Conditional Use Permit is consistent with the Surprise General Plan 2035
- The proposed Conditional Use Permit is consistent with the Surprise Municipal Code
- The proposed Conditional Use Permit is consistent with the Orchards PAD as amended

Recommendation:

Based on the findings noted above, staff recommends the Commission **approve** case **FS17-269**, subject to Stipulation 'A.' as outlined below:

- A. The Site Plan for Surprise Behavioral Hospital is deemed not approved until such time that the Final Plat for Surprise Behavioral Hospital is approved by the Mayor and City Council.

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:

- 01 Vicinity Maps
- 02 Site Plan
- 03 Landscape Plan
- 04 Elevations



CITY OF SURPRISE
Planning and Zoning Commission

September 7, 2017 @ 6:00:00 PM

Back Print

Board Meeting Date:	September 7, 2017	Contact Person:	Lloyd Abrams - Community Development
Submitting Department:	CD Boards and Commissions	District:	Citywide
Staff Recommendations:	No Action		

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

Agenda Wording:

Presentation and discussion pertaining to the development status of Special Planning Area 2

Motion:

Discussion only.

Background:

Presentation on what developments have been approved, proposed and built and or under construction in Special Planning Area 2 along with an overview of the existing and future roadway system.

Financial Impact Statement:

There is no direct financial impact from the Summit or the Status Report/Work Plan. Any financial impact will be determined during the budget process.

ATTACHMENTS:

Click to download

☐ [Special Planning Area 2 Status Update - Presentation](#)

External Attachment Links:

Meeting Requirements:

Powerpoint	x	Video	x	White Board	x	Other	x
------------	---	-------	---	-------------	---	-------	---

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

Lloyd Abrams, Assistant Director Community Development Department



Special Planning Area 2 Development Status Update

September 7, 2017

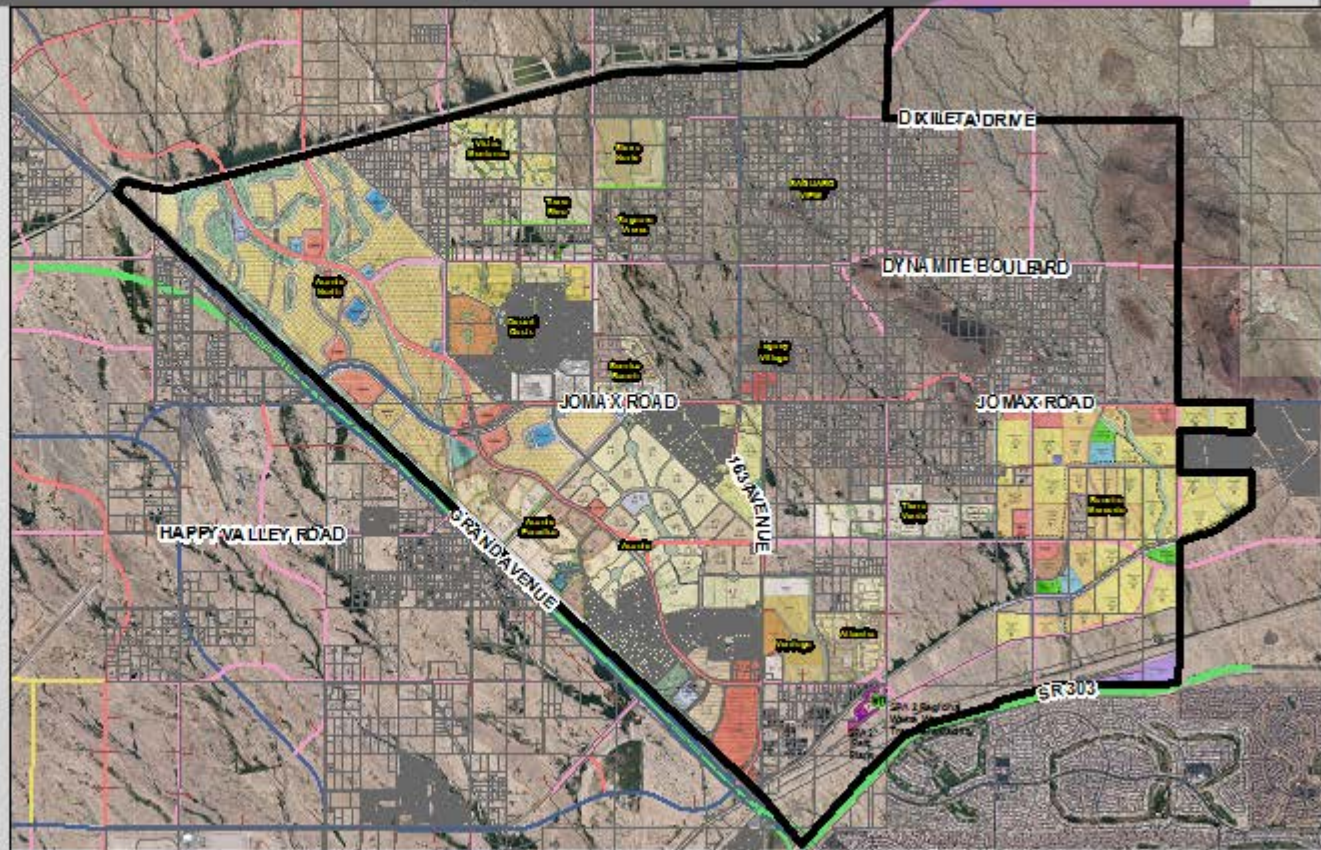
Special Planning Area 2

ITEMS OF DISCUSSION

- SPA 2 Statistics
- Development Zoning Approved \ Proposed
- Built and or Under Construction
- Existing and Proposed Schools
- Transportation (Future Roads)

Statistics

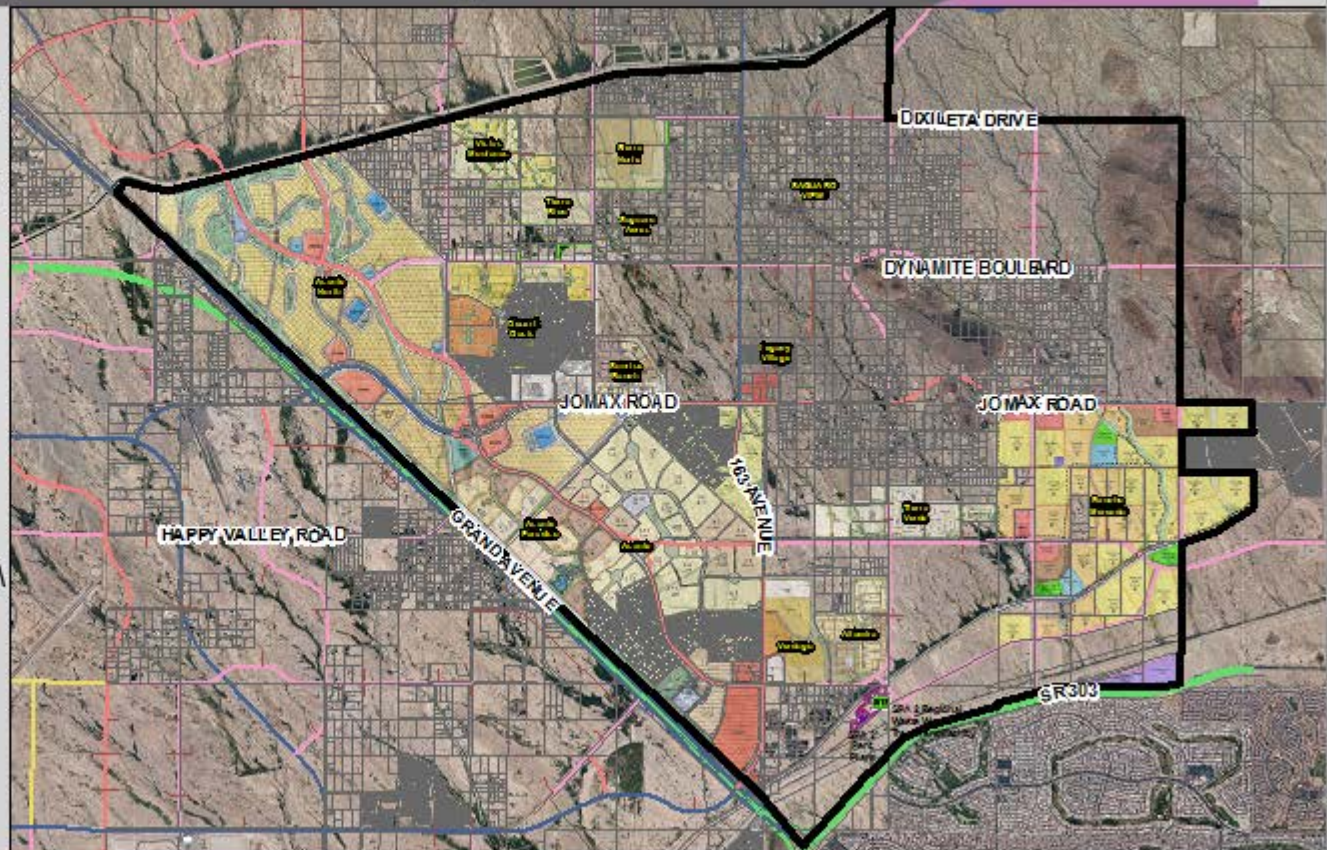
- Approx. 24 Sq. Miles
- Population – 4,729*
- Dwelling Units - 1,735*
- Roadway Miles – 37 paved centerline miles



SPA 2 Development Status

Development Status

- Approved – 26,457 DU
- Proposed - 474
- Platted – 2,245
- Pre Platted – 5,727
- Built – 1,141
- Approved & Proposed/
Amended – 27,835



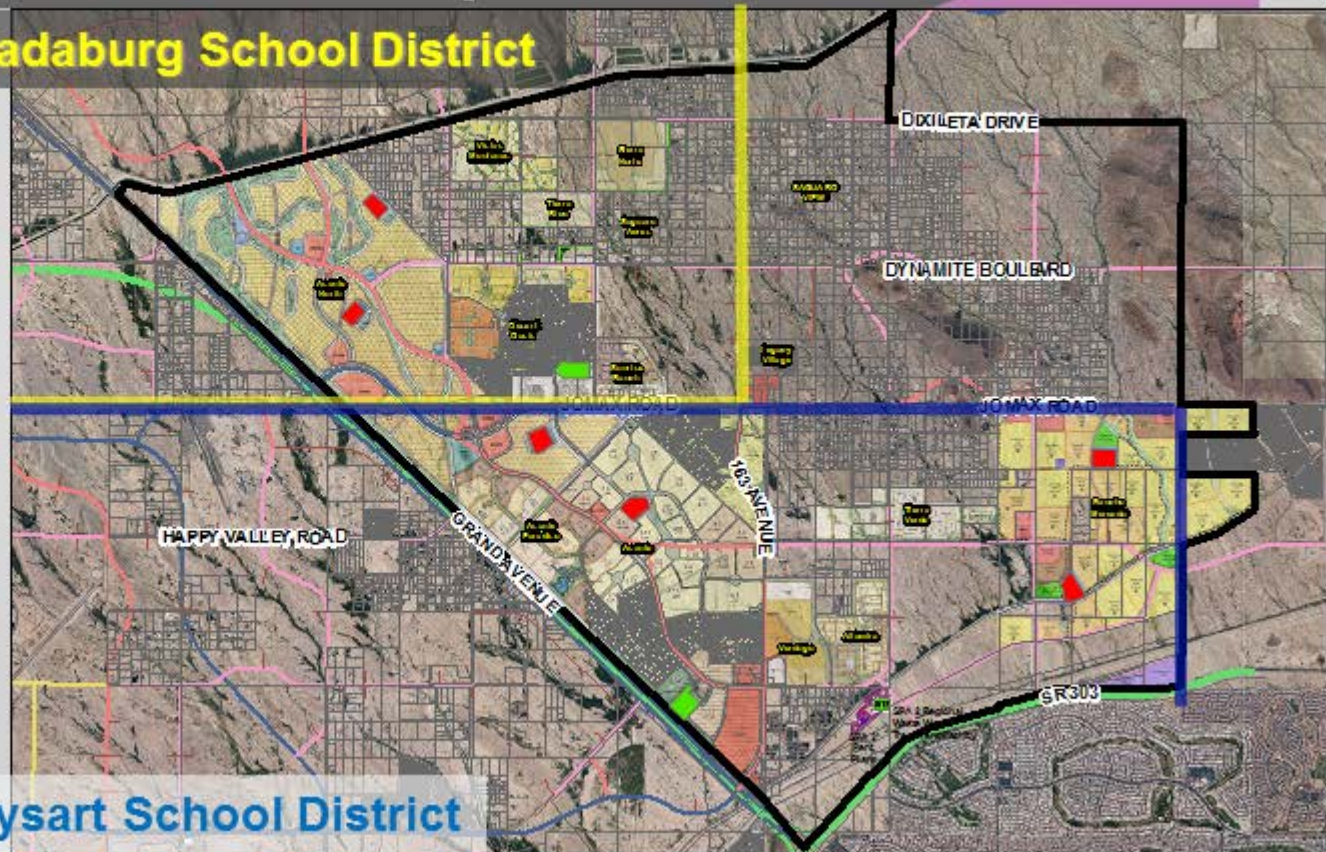
SPA 2 Development Status

Schools Status

- Existing
 - 2 Elementary
 - 1 Dysart
 - 1 Nadaburg
- Proposed
 - 4 Dysart
 - 2 Nadaburg

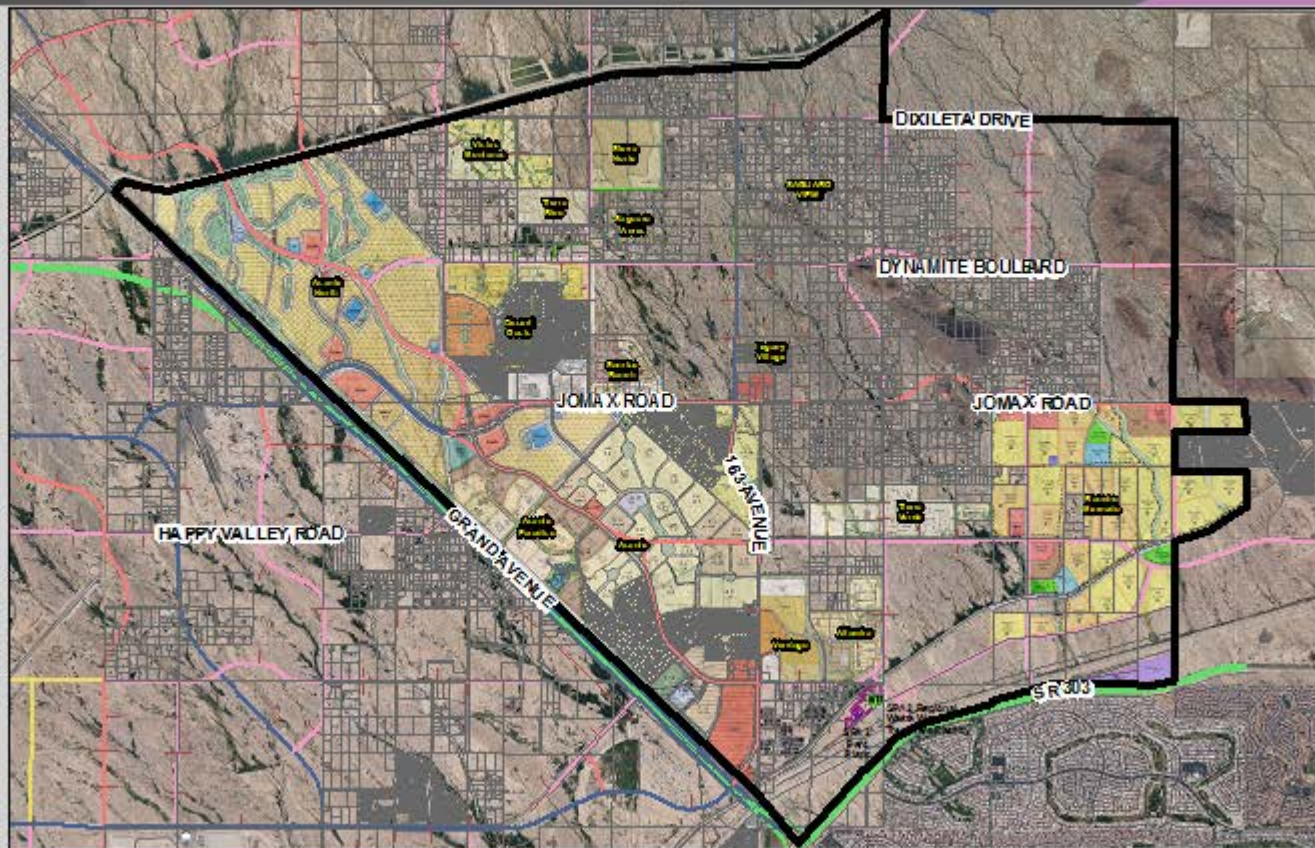
Nadaburg School District

Dysart School District

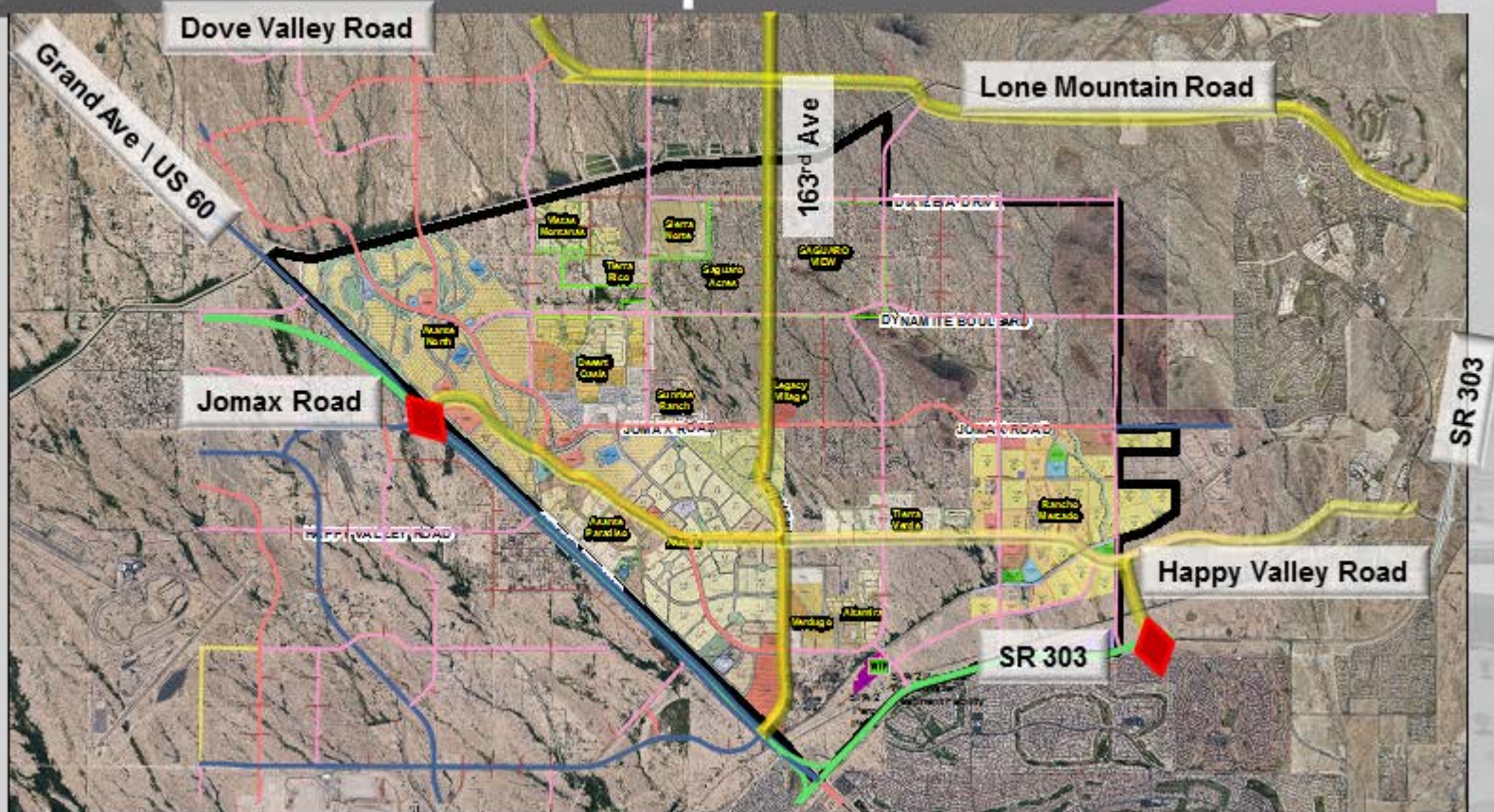


SPA 2 Development Status

Transportation



Transportation

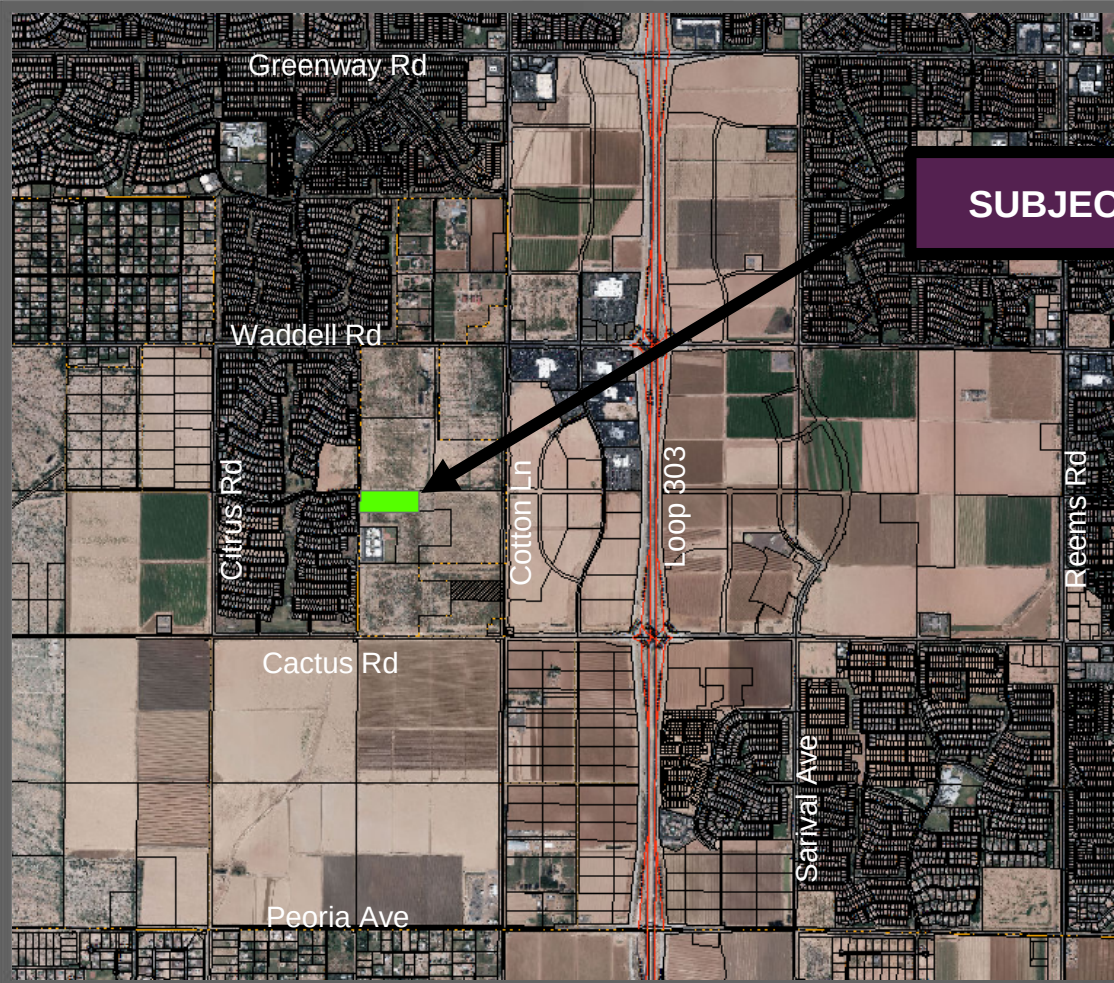




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ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You



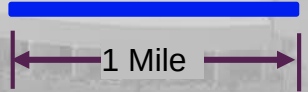
SUBJECT SITE

**FS16-391
175th & Sweetwater
Rezone**

Vicinity Map



North





SURPRISE
ARIZONA

Planning & Zoning Commission
September 7, 2017



FS16-391 175th & Sweetwater

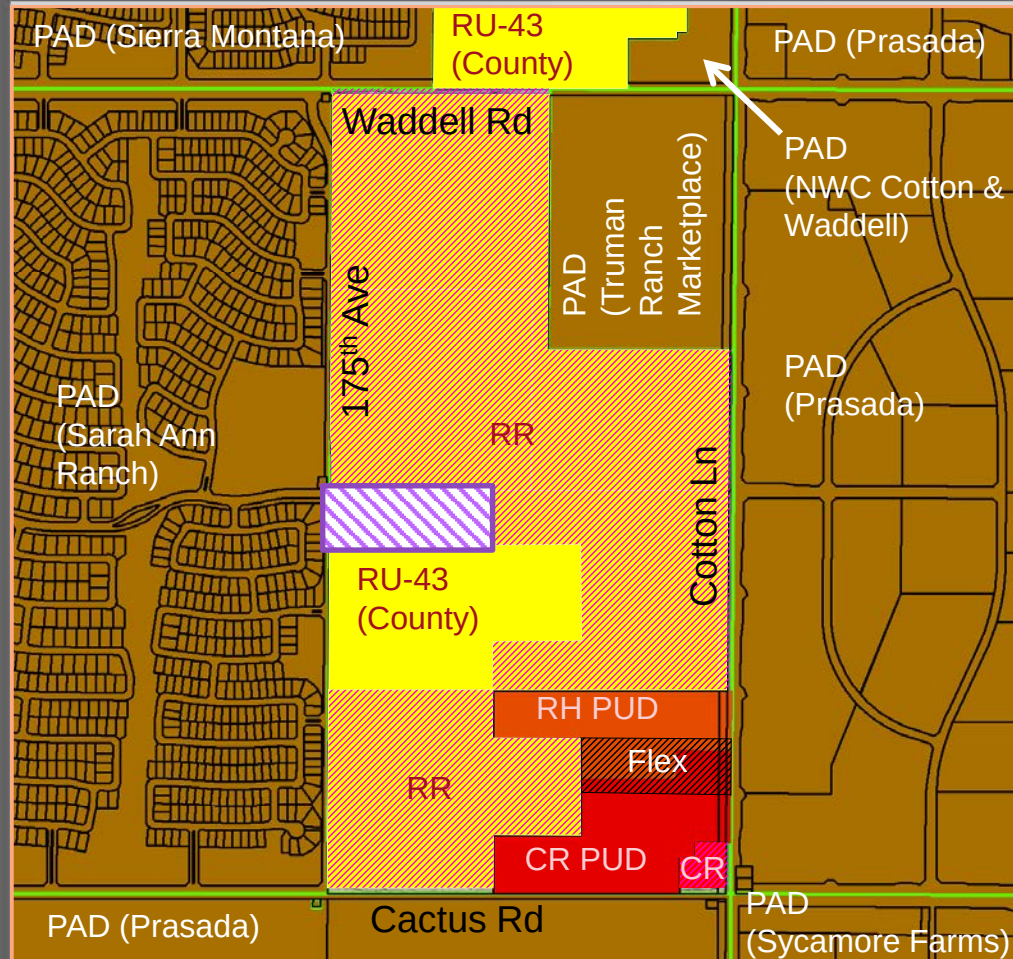
- ✓ Zone Change
- ✓ Preliminary Plat



FS16-392 Magnolia

- ✓ Zone Change
- ✓ Preliminary Plat





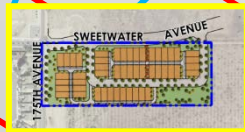
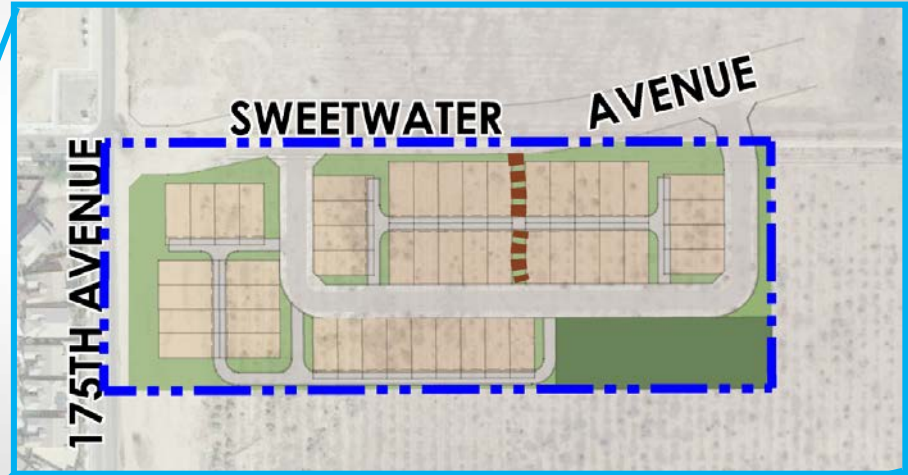
Zone Change

- Existing Surprise PAD Zoning
- Existing County RU-43 Zoning
- Post-Annexation Surprise RR Zoning*
- Post-Annexation Surprise CR Zoning*
- Existing Surprise RH PUD Zoning
- Existing Surprise CR PUD Zoning
- Existing Surprise CR PUD / RH PUD Flex Zoning
- Subject Property

*Post-Annexation zoning approved as part of Annexation request under FS16-427

Zone Change

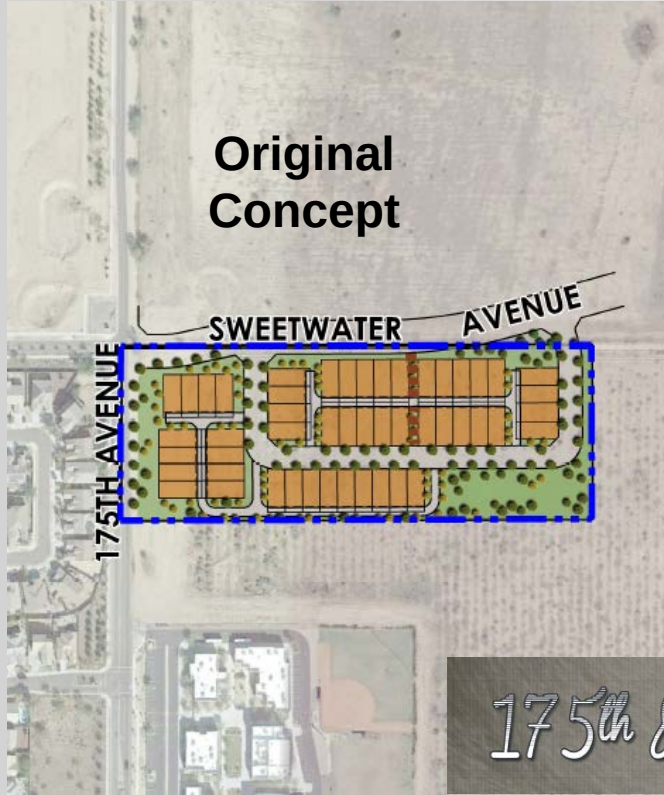
Original Configuration and Relationship



175th & Sweetwater

Zone Change

Original
Concept



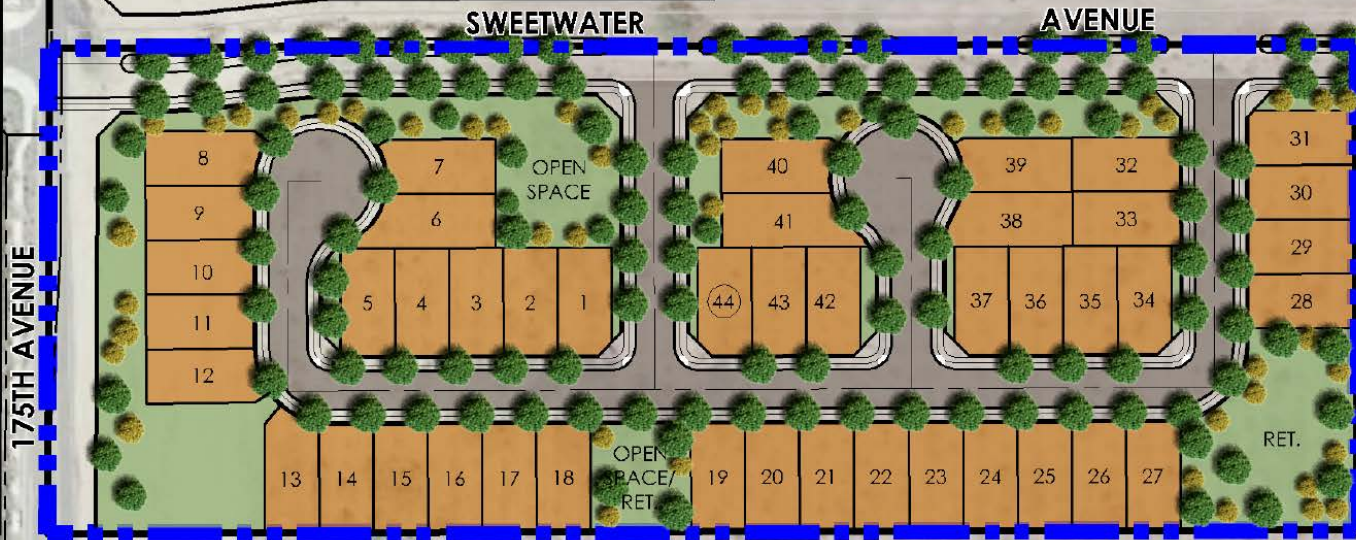
Revised
Concept



175th & Sweetwater

Zone Change

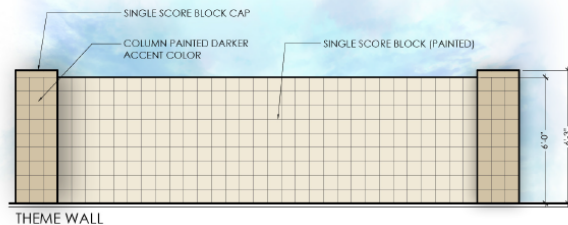
Revised Concept



175th & Sweetwater

175th & Sweetwater

Perimeter Walls



LVA urban design studio
 land planning • development entitlements • landscape architecture
 120 south 4th avenue • temple, arizona 85281 • 480.994.0994

175TH & SWEETWATER

FIGURE 5: WALL DETAILS

APPROX. SCALENTS

1/2"=1'

DRAWN BY: PR

04/18/17

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 © LVA URBAN DESIGN STUDIO/PLANNING/LVA 1000 FIGURE 7 WALL DETAILS.dwg Nov 9, 2016



Staff Recommendation:

175th & Sweetwater

Approve subject to stipulations “a” and “b”



SURPRISE

ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You

175th & Sweetwater

A RESIDENTIAL DEVELOPMENT
SURPRISE, ARIZONA

PUD ZONING APPLICATION
Revised: August 2017

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APPENDICES (separate attachments)

- A. Legal Description and ALTA Survey
- B. Traffic Impact Analysis
- C. Master Drainage Report
- D. Master Water Report
- E. Master Wastewater Report

1.0 DESCRIPTION OF REQUEST

1.1 Introduction

On behalf of A&B Investments Inc., LVA Urban Design Studio, LLC is requesting a zone change from Residential Ranch (RR) to RM-9 PUD for 10-acres of land located at the southeast corner of 175th Avenue and Sweetwater Avenue. The site is a rectangular-shaped parcel located $\frac{3}{4}$ mile west of the Loop 303 freeway, and is bounded by the Paradise Honor School property to the south, vacant land to the east, Sweetwater Avenue to the north, and 175th Avenue to the west. See **Figure 1**, *Vicinity Map* for the property boundary and general location and **Appendix A**, *Legal Description and ALTA Surveys* for the legal boundaries of the property. The applicant will also be submitting a preliminary plat for the property following the initial review of the zone change request.

1.2 Project Overview and Zoning Request

The proposed project will be developed as a single-family residential development within an active growth area of the City of Surprise. The residential zoning for the property is RM-9 PUD using the Conventional Character Pattern. See **Figure 2**, *Proposed Zoning Map* for the location of the zoning district boundary. The RM-9 PUD zoning designation is affiliated with a 4,000 square foot minimum lot size.

175th & Sweetwater Avenue will include up to 50 residential units which translates to a maximum gross density of 5.0 dwelling units per acre. This is consistent with the 2-8 dwelling units per acre density range permitted within the Neighborhood General Plan Land Use designation. While lot sizes may vary with the final development plan, the concept plan includes a proposed 45' x 90' product.

1.3 Residential Zoning Designations and Development Standards

The residential zoning designation affiliated with the property will use the Conventional Character Pattern in accordance with **Section 122-33** of the Surprise Unified Development Code as may be subsequently amended. The PUD overlay designation shall be applied to the property to allow modification of certain development standards proposed within the development, including a reduction in lot area, lot depth, and rear yard setback, a reduction in the distance between cul-de-sacs and adjacent streets, removal of the requirement for landscape islands within cul-de-sacs, and a modification to the driveway width provision as a percentage of overall lot and area. In exchange for the modified development standards, the project will provide additional common-area open space for the benefit of the development and surrounding community, as well as an increase in the minimum lot width and reduction in allowed density from 9 du/ac to 5 du/ac. Unless specifically modified herein, the development of the property shall comply with **Chapter 122** of the Surprise Municipal Code. In the event of a conflict between a development standard, provision or regulation between the rezoning application and the Surprise Municipal Code, the standard within this rezoning application shall prevail.

The property will be zoned RM-9 PUD. The proposed residential development standards affiliated with the RM-9 PUD zoning district will be modified as provided in **Table 1**, *RM-9 PUD Development Standards* below. Note that only “red” text items include modified standards. These amended development standards were created based on the anticipated lot size and product type proposed within the community in concert with the creation of meaningful, connected open space and a subdivision design that emphasizes a high quality visual appearance through an increase in open space, particularly along 175th

Avenue and Sweetwater to provide a wide and varying landscape treatment where visible from the public streets.

Table 1: RM-9 PUD Development Standards

Development Standard	RM-9 City Base Standard	Proposed RM-9 PUD Standard
Maximum Number of Units	N/A	50
Maximum Density	9.0	5.0
Minimum Lot Area (sf)	4,500	4,000
Minimum Lot Width (ft)	40	45
Minimum Lot Depth (ft)	100	90
Minimum Front Yard Setback (ft) (1)	12/20	12/20
Minimum Side Yard Setback (ft)	to be determined	5
Minimum Rear Yard Setback (ft)	20	15
Maximum Building Height (ft)	35	35
Footnotes:		
(1) Front facing garages shall have a minimum 20-foot front yard setback. Livable space, front porches, courtyards, and side entry garage shall have a minimum 12 foot setback.		

In addition to the modified development standards defined within Table 1 above, Section 122-130(c), which states, *“New residential development shall strive to minimize cul-de-sac’s, except where physical constraints of the site dictate their use. Cul-de-sac shall not terminate at other streets 150 feet or less measured from the curb of the street to the curb of the closest portion of the cul-de-sac. When they are used, cul-de-sac shall terminate on usable open space and include a landscape island irrigated with reclaimed water.”* shall be modified as follows:

- Reduce the cul-de-sac separation distance from 150 feet to 30 feet; and
- Delete the requirement for the irrigated landscape island from within the cul-de-sacs.

Section 122-121(h)(3) c and d of the SUDC shall also be modified. The current standard states: *“c. Driveways and other parking shall not comprise more than 30 percent of the front yard lot area of a detached single family home; nor 50 percent of the front yard lot area of a two or more family residential unit. Circular driveways and similar circulation shall be permitted within the front yard so long as no long term resident parking occupies such circular drive, and the square footage for driveway, parking and other impervious surfaces combined does not exceed the allowable percentages shown herein.*

d. Driveway entrances shall not comprise more than 30 percent of the front lot line of a single family, detached residential parcel, nor more than 50 percent of the front lot line of any multiple-family or non-residential parcel.”

The proposed development includes 45’ wide lots. In order to accommodate a 2 car garage and a 20’ wide driveway, this standard shall be modified to state “c. *Driveways and other parking shall not comprise more than 45 percent of the front yard lot area of a detached single family home.*” and “d. *Driveway entrances shall not comprise more than 45% of the front lot line of a single family, detached residential parcel.*” This revised standard will allow all homes within the subdivision to accommodate a two car garage and an appropriate width driveway.

The rationale for the development standards included in Table 1 above and the additional modifications are due to the small size and configuration of the development parcel, and the fact that it is adjacent to major collector streets on two sided, reducing the gross acreage by 13% of the total site area. The overall depth of the parcel is limited to a single row of lots, with cul-de-sacs necessary to provide additional units within the subdivision. The proposed layout includes substantial open space along Sweetwater Avenue with an average depth of over 35 feet, more than double the 15’ requirement. Additionally, the overall open space acreage provided exceeds the requirements within the Conventional Character Pattern by 25%.

1.4 Residential Development Plan Concept

The development plan concept represented in **Figure 3** is non-regulatory and subject to change without triggering an amendment to the zoning, but has been provided to graphically illustrate how the property may be developed, including roadway access and connectivity, relationship between surrounding properties, general lot configuration, and location and size of open spaces. The development plan concept represented in **Figure 3** identifies a 45’ x 90’ lot size. Two points of access will be provided along Sweetwater near the central and east end of the site, with both entries terminate at common open space, providing for an attractive entry experience as drivers and pedestrians enter the subdivision. Note that Sweetwater dips slightly to the south as it approaches 175th Avenue in order to line up with the roadway alignment to the west. See **Figure 3, Development Plan Concept** for a visual representation of the conceptual development plan option for the property.

1.5 Circulation Plan

The site is bounded by 175th Avenue to the east and the future Sweetwater Avenue alignment to the north, both of which are classified as Residential Collector streets with a 40’ half street right-of-way. Where Sweetwater Avenue dips slightly to the south, additional right-of-way will be provided as need to accommodate the adjusted alignment.

Primary access to the property will be from Sweetwater Avenue, with a looped local street system connecting on the central and east sides of the property. As part of the adjacent properties, Sweetwater Avenue will ultimately be constructed from 175th Avenue to Cotton Lane providing additional access to and from the property.

A Traffic Statement for the property has been prepared and is included with this rezoning application as an Appendix under separate cover.

Bicycle lanes will be provided on Sweetwater Avenue and 175th Avenue in accordance with the City's standard detail for Residential Collector Streets to facilitate bicycle movements within and adjacent to the property. Pedestrian circulation will include setback sidewalks along public streets, and a connection to the central open space amenity.

1.6 Landscape Theme and Community Character

The overall landscape theme will use elegant and traditional trees and shrubs that are found on the low-water use plant list. Primary trees may include Oak and Ash; with secondary trees including Evergreen Elm, Vitex, Bauhinia, and/or pollen free Swan-Hill Olive trees, among others. Old-fashioned garden-style plants may include Lantana, Indian Hawthorn, Boxwood, Lady Bank's Rose, Myrtle, Rosemary, Guara, and Verbena. A complete list of plant materials will be provided at the time of preliminary plat, and shall conform to Chapter 122 of the Surprise Municipal Code as may be subsequently amended.

The property's character and hardscape elements will include formal tones and elegant simplicity that are characteristic of traditional architecture. Theme walls and signage may use simple forms of stucco, single scored block, cast stone and/or ornamental iron. To provide a pleasing contrast with the many shades of color present in the plant materials, the hardscape color scheme will be designed to complement the landscape palette, and will be accented with bright bursts of color at focal points and in site furniture. See **Figure 5, Wall Details** for the design concept for the walls proposed within the development. Due to the visibility of the southern perimeter wall adjacent to the school site, a theme wall will separate the development from the adjacent school site.

1.7 Open Space, Trails and Amenities Plan

175th & Sweetwater will provide perimeter and internal open spaces, a pocket park and setback sidewalks that will encourage walking and pedestrian connectivity within the adjacent surrounding community. A minimum 40' wide landscape buffer will be provided along 175th Avenue to include landscaping and possibly subdivision signage to identify the neighborhood. This 40' landscape buffer exceeds the minimum landscape buffer requirement of 15' by more than double. Additionally, a minimum 15' and 30' average landscape setback will be provided on Sweetwater Avenue, exceeding the 15' requirement by more than double, providing an attractive buffer between the lots and the street. A central pocket park will include active and passive recreational amenities such as a tot lot, shade ramada, picnic area, informal play field and landscaping to serve the residents within the development. The property will provide a minimum of 25% Net Residential Acreage open space, a 25% increase in overall open space from the 20% requirement per the Conventional Character Pattern standard to mitigate the slightly reduced lot development standards.

1.8 Drainage Master Plan

The site generally slopes in a southeasterly direction. 175th Avenue is an improved half street adjacent to the site. There is street median with full section fronting the school site and there is full section at the intersection of 175th Avenue and Waddell Road. The road slopes in a southerly direction and there is a large catch basin south of the intersection of 175th Avenue and Waddell Road that captures the street runoff into the street storm drain system. The site is located mostly in Zone X according to FIRM Panel 04013C1660L, revised October 2013.

The intent of the grading design is to convey the runoff generated onsite during a 100-year 2-hour storm event or smaller into retention basins, located within the subdivision. The roadways will convey the street runoff to the different basins, proposed in different locations of the subdivision. When the street capacity is exceeded, catch basins with a storm drain system will be installed to allow the runoff to stay within the street right way of way section.

The finish floor elevations for the site will be set higher than the adjacent 100-year water elevations and the cascading outfall elevations for the site in case of storm events beyond the 100-year storm events.

1.9 Water & Sewer Master Plans

Water

The existing water infrastructure around the site is located in pressure zone 3, per EPCOR information. Zone 3 will connect to an existing 12 inch water line at Sweetwater Avenue and 175th Avenue. The 12 inch main will be extended easterly along Sweetwater Avenue. This will serve an 8 inch loop that will be located in the roadway sections. A fire flow test was conducted and shows high static pressures at approximately 90 psi. PRVs will need to be installed at the individual water meters. Public hydrants will be spaced along the local roadways and Sweetwater Avenue. A Master Water Report has been completed for the project and contains detailed water modeling information and results.

Sewer

The sewer will connect to an existing 12 inch sewer line in 175th Avenue to the west of the site with an 8 inch sewer at the road just south of the existing school site. The 8 inch sewer main is designed to exceed the minimum slopes required to provide 2 feet per second velocity when flowing full, and less than 0.65 d/D during the peak day demand. A master Sewer report has been prepared for this project and contains detailed modeling information and results.

1.10 Future Home Owners Association Responsibility

The community will include a home owners association (HOA) that will own and maintain all common community amenities, including signage, parks, trails, open space tracts, and other common areas within the development. The HOA will include a formal governance structure to be established by the HOA bylaws and community Covenants, Conditions and Restrictions (CC&R's). In the early phases of the project, the HOA will be managed by the master developer or homebuilder until such time as there are enough homeowners take over the management responsibilities. The purchasers of property within the community will automatically become members of the HOA and will be required to pay annual dues for the ongoing operation and maintenance of community facilities owned by the HOA.

2.0. EXISTING CONDITIONS ANALYSIS

2.1 Property Location and Description

The proposed site is located on the southeast corner of 175th Avenue and Sweetwater Avenue within the City of Surprise. More specifically, the property is a rectangular-shaped parcel generally bounded by 175th Avenue to the west, the Sweetwater Avenue

alignment to the north, vacant land to the east, and the Paradise Honors School to the south. The subject site is defined in **Appendix 1, Legal Description and ALTA Survey**.

The following Assessor Parcel Numbers are included with this zoning application:

502-04-002P, A&B Investments

502-04-002J, A&B Investments

2.2 Existing Land Use, General Plan Designation and Zoning

The subject property is currently vacant land that was once used for agricultural purposes. Properties surrounding the site include vacant land to the north, vacant land to the east, vacant land and the future expansion of the Paradise Honor School to the south, and single family residential property to the west. Paradise Honors School, a K-12 charter school is located immediately adjacent to the property along 175th Avenue, and has plans to expand up to the southern property line with new classroom buildings, parking, athletic fields and other associated improvements. See **Table 2** below and **Figure 1, Vicinity Map** for the existing land uses on the site and surrounding area.

The site is currently designated as *Neighborhood Character Area* with the City of Surprise 2035 General Plan. The site is also within the *Residential (Citrus and Cactus) Growth Area* as defined within the Anticipated Growth map in the General Plan. The Neighborhood land use designation allows for densities up to 8+ dwelling units per acre and supports a wide variety of residential development opportunities. The proposed zoning is in conformance with the Neighborhood General Plan designation, and will utilize the *Suburban Development Type* (2-8 du/ac) throughout the community. See **Table 2** below and **Figure 6, Existing General Plan Land Use Map** for the general plan land use designation on the site and surrounding area.

Currently, the property is zoned Residential Ranch in the City of Surprise, permitting 1 dwelling units per acre. The intent of this zoning district is to preserve aspects of the City's rural heritage through preservation of existing working farms, ranches and open space. See **Table 2** below and **Figure 7, Existing Zoning Map** for the existing zoning on the site and surrounding area.

Table 2: Existing Land Use, General Plan Designation and Zoning

	LAND USE	GENERAL PLAN DESIGNATION	ZONING DESIGNATION
SITE	Vacant	Neighborhood	Residential Ranch
NORTH	agricultural & vacant	Neighborhood	Residential Ranch
EAST	agricultural and vacant	Neighborhood	Residential Ranch
SOUTH	Vacant (future Paradise Honors School expansion)	Neighborhood	County RU-43
WEST	Single family residential	Neighborhood	PAD

2.3 Regional Facilities and Services

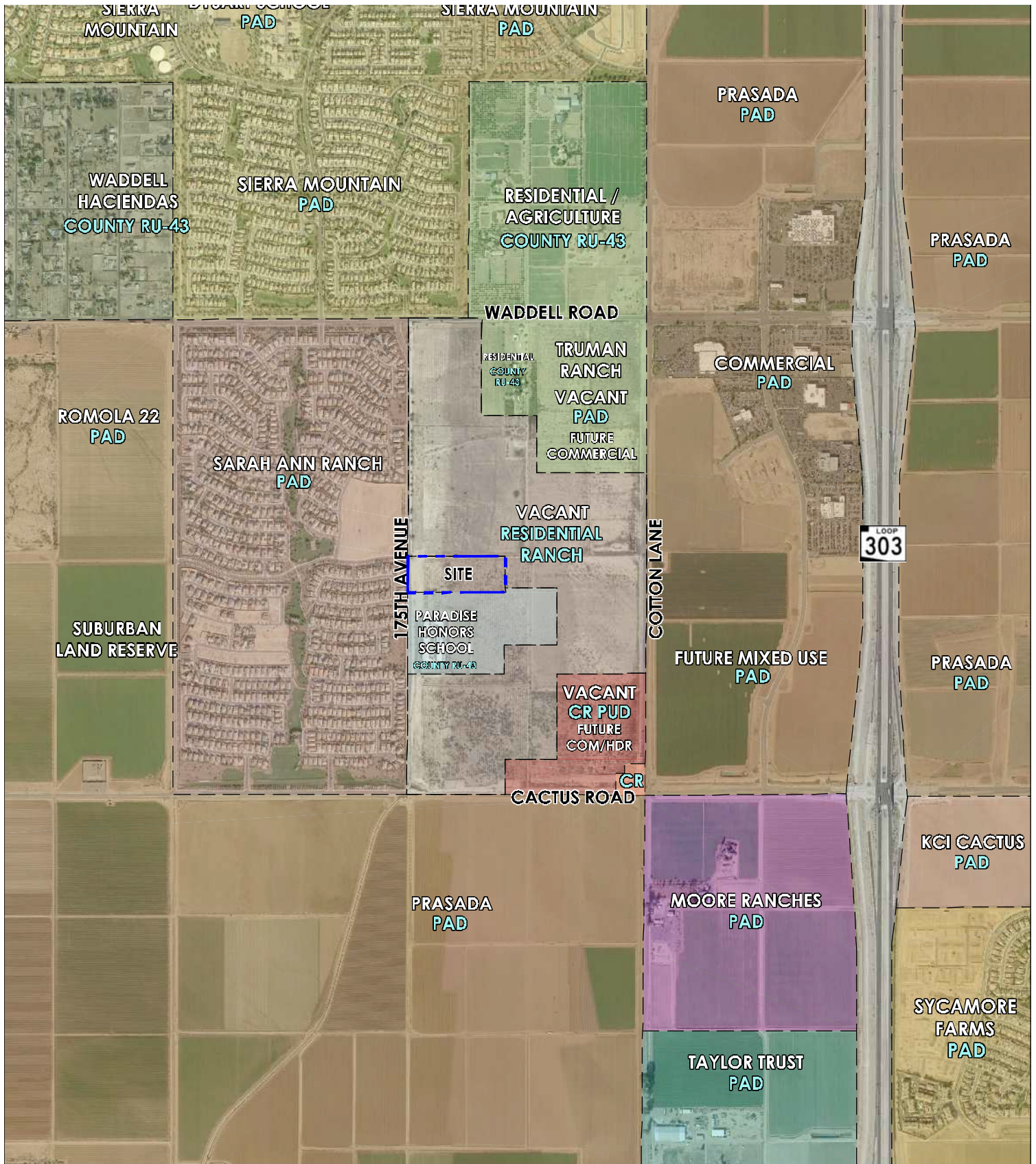
The site has recently been annexed into the City of Surprise, and as such is within the City of Surprise Municipal Planning Boundary. **Figure 1, Vicinity Map** shows the

jurisdictional limits of the City of Surprise city limits in relation to lands within unincorporated Maricopa County.

The proposed property is approximately $\frac{3}{4}$ mile west of the Loop 303 Freeway, with direct access to both the Cactus Road and Waddell Road interchanges, providing excellent access to the site along the regional freeway system. The site is bounded by two residential collector roads, including 175th Avenue and the future Sweetwater Avenue alignment.

The subject property is within the Dysart Unified School District (SUSD). The property is within the boundary of the Sonoran Heights Elementary School, located at 11405 N. Greer Ranch Parkway, and the Shadow Ridge High School, located at 10909 N. Perryville Road. Paradise School, a K-12 charter school, is also located immediately adjacent to the property at 12775 N. 175th Avenue.

Since the property has been annexed into the City of Surprise, fire & emergency services, law enforcement services, and refuse collection will all be provided by the City. The nearest fire station, Surprise Fire-Medical Station #307, is located 2 miles east of the site near Sarival Avenue and Cactus Road. The nearest Police Station is located in Surprise City Hall, approximately 6 miles northeast of the site.



175TH & SWEETWATER

FIGURE 1: VICINITY MAP

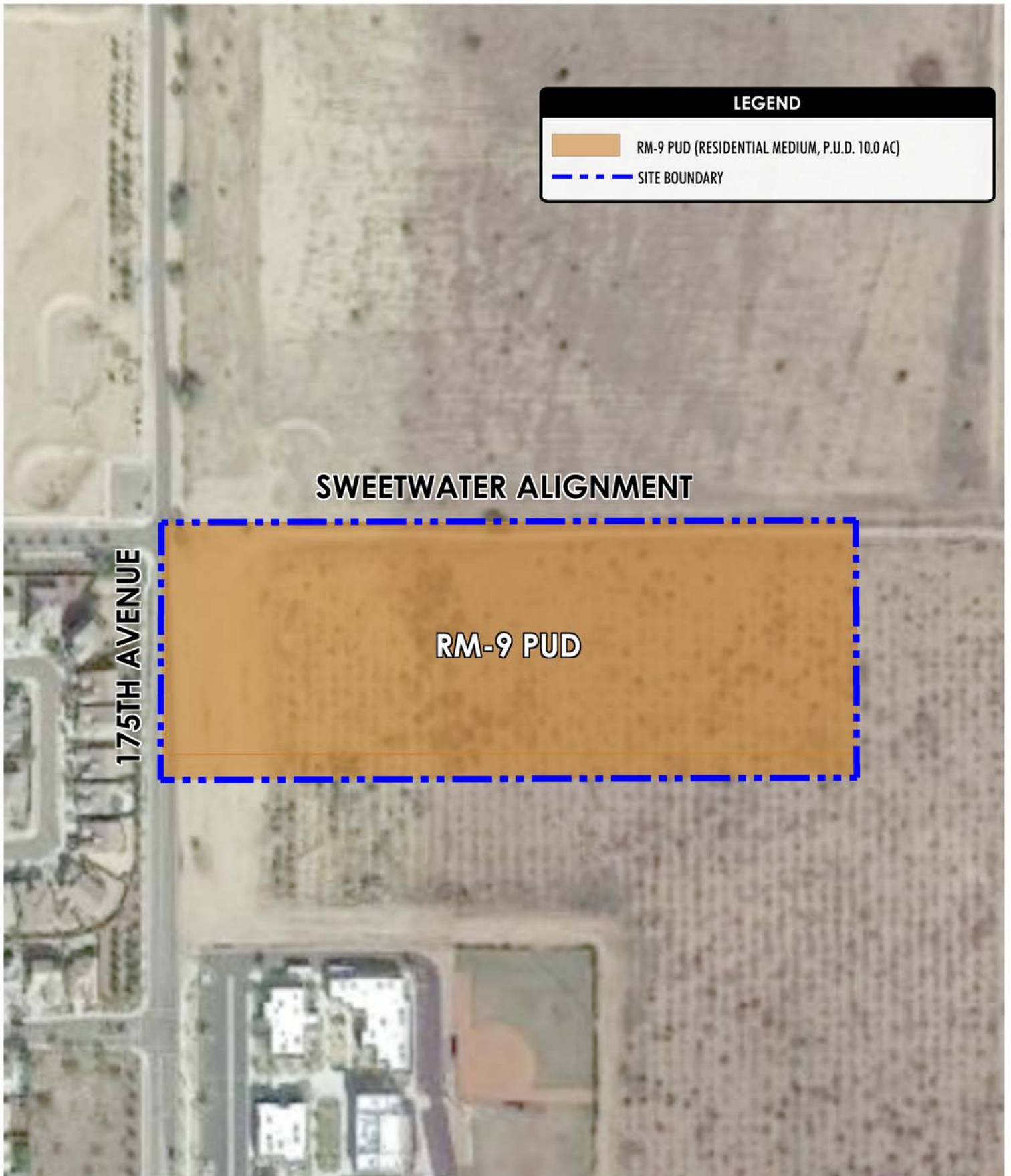
APPROX. SCALE: 1" = 1726'

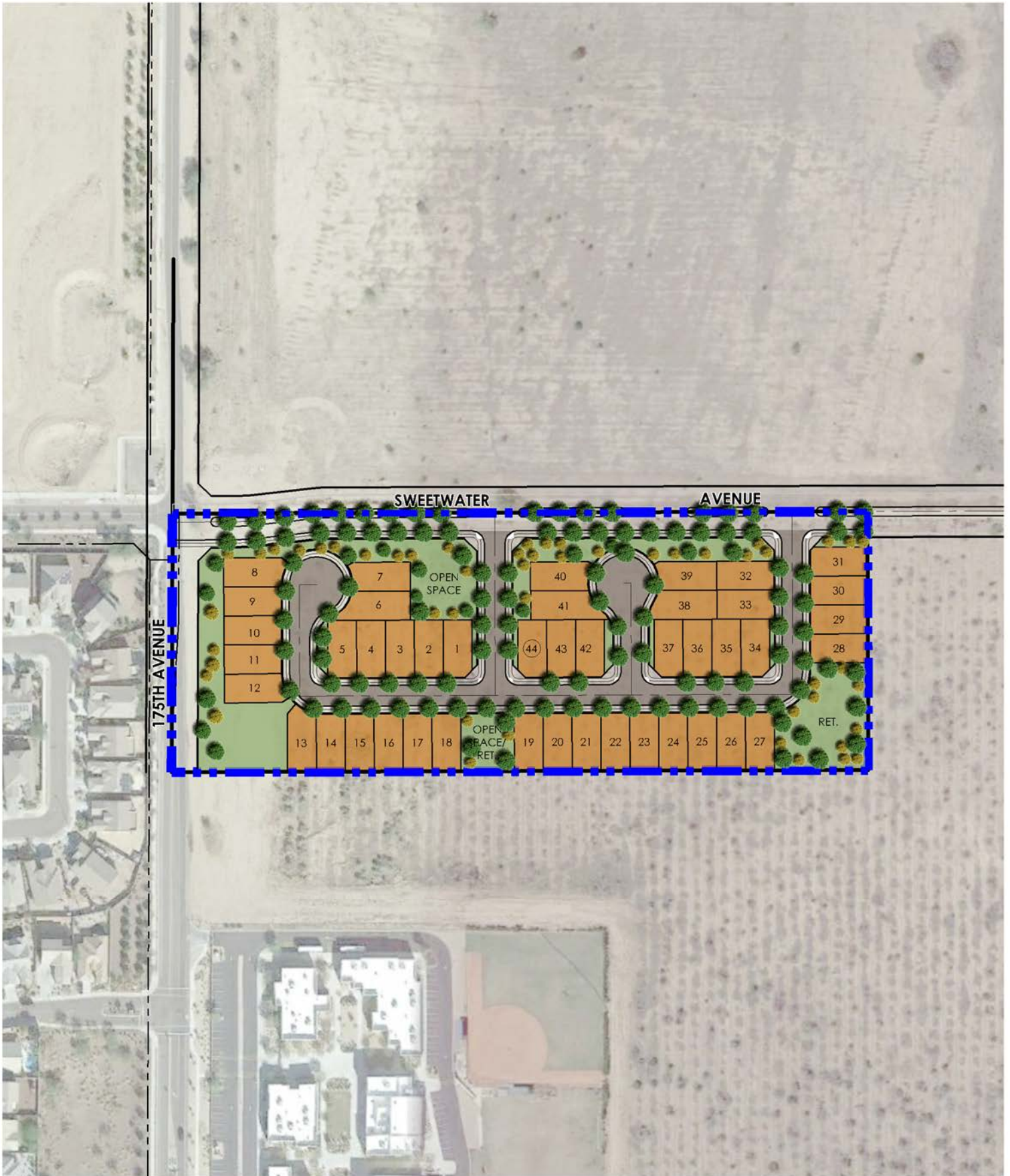
1726

DRAWN BY: PR



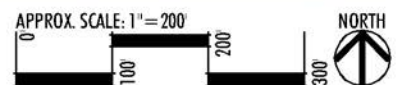
7/5/17





175TH & SWEETWATER

FIGURE 3: DEVELOPMENT PLAN CONCEPT

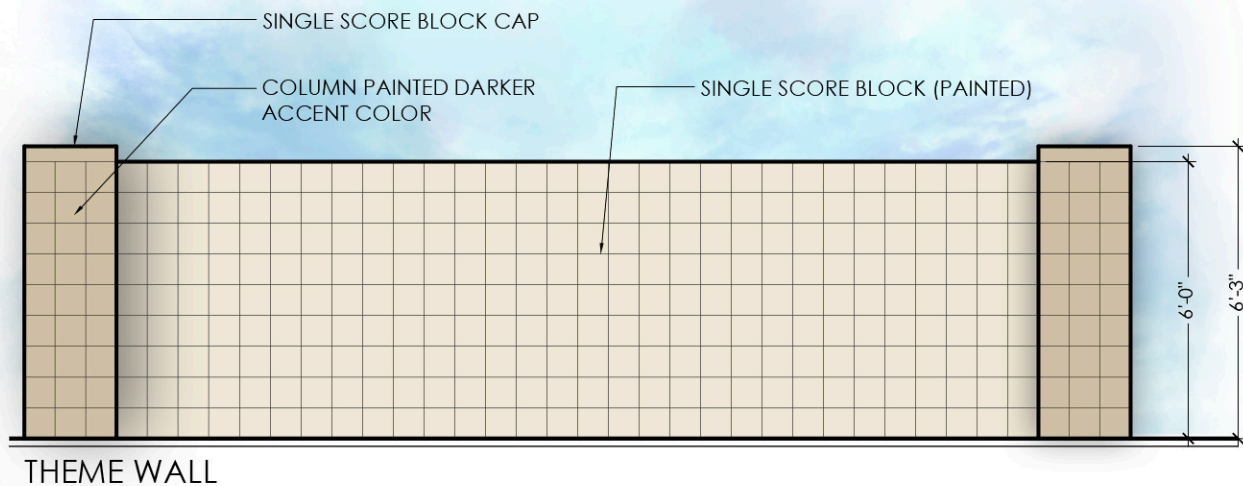


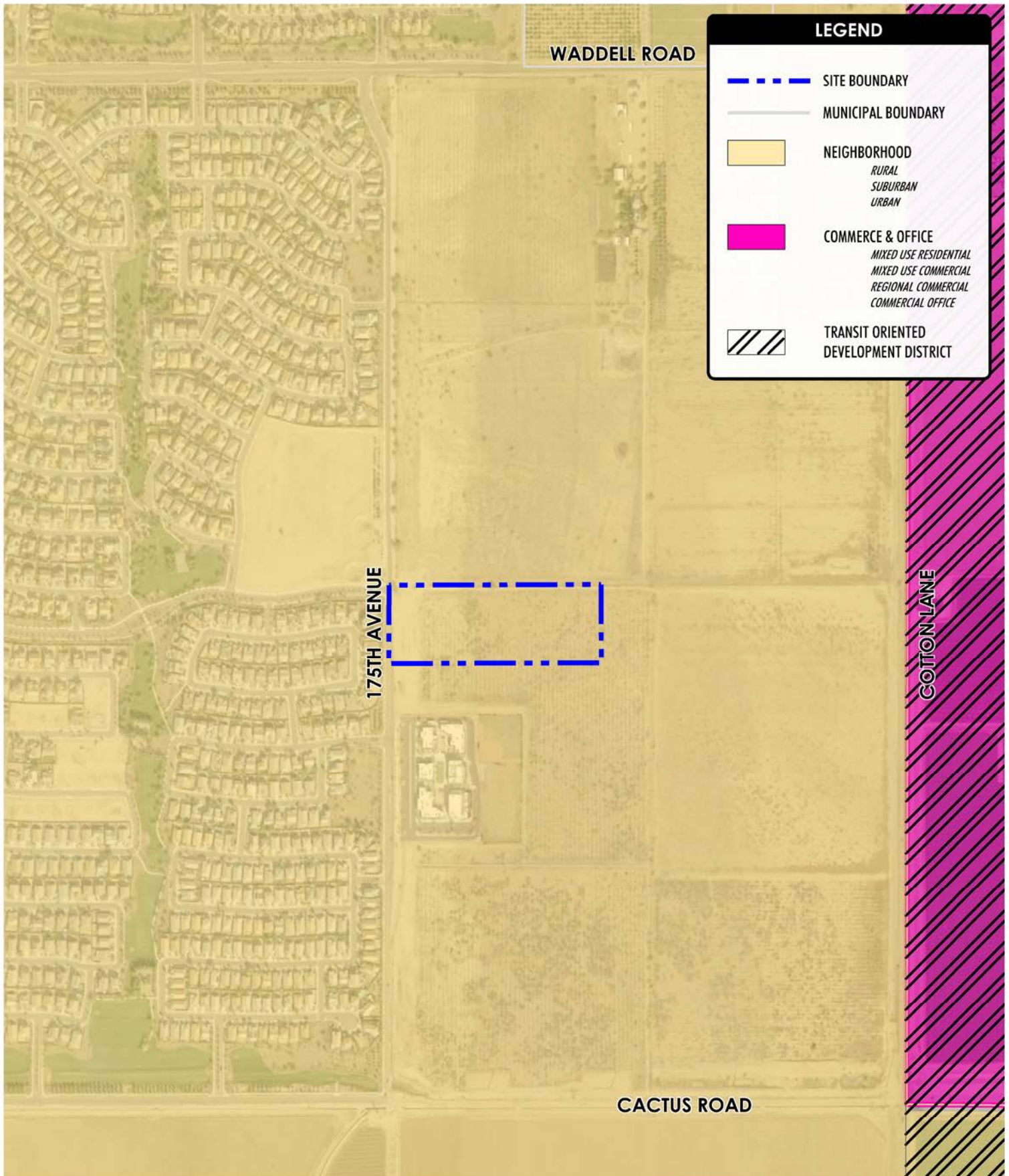
1726

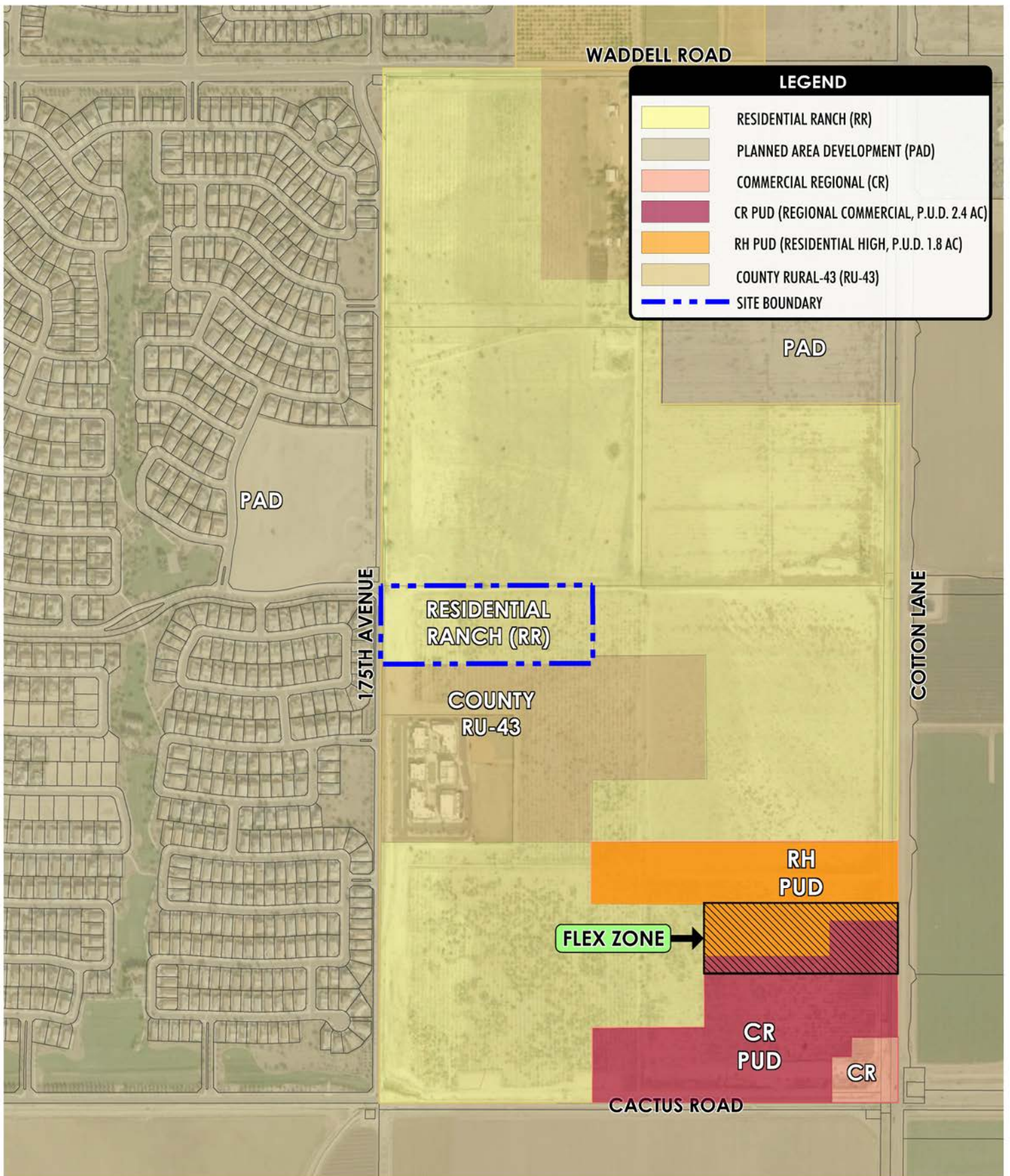
DRAWN BY: PR

4/19/17









CITIZEN PARTICIPATION FINAL REPORT

MAGNOLIA & SWEETWATER PLANNED UNIT DEVELOPMENT

PARCEL NUMBERS: 502-04-002P, 502-04-002J, 502-04-004, 502-04-006B, 502-04-006A,
502-04-005D, 502-04-022D, 502-04-002Q, 502-04-002E, 502-04-023C, 502-04-022A,
and 502-04-002R

CITY OF SURPRISE

PREPARED BY:

LVA URBAN DESIGN STUDIO, LLC
120 E. Ash Ave.
Tempe, AZ 85281

November 2016

ANNEXATION, PUD ZONING & PRELIMINARY PLAT
(FS16-427, FS16-391 & FS16-392)

Development Team

Developer

Surprise Village Partners, LLC
c/o AZ Community Development, LLC
Mr. Joseph Kalish and Jack Hilton
11024 N. 28th Dr. Suite 170
Phoenix, AZ 85029
(602) 499-0899

Land Planner

LVA Urban Design Studio, LLC
Mr. Mark Reddie
120 South Ash Avenue
Tempe, Arizona 85281
(480) 994-0994

Civil Engineer

David Evans & Associates
Mr. Don Willie
4600 E. Washington St. Suite 250
Phoenix, AZ 85034
(602) 678-5151

Traffic Engineer

CivTech
Ms. Dawn Cartier
10605 N. Hayden Rd. Suite 140
Scottsdale, AZ 85260
(480) 659-4250

CITIZEN PARTICIPATION FINAL REPORT

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Appendices

- Appendix A: Site Posting Affidavits
- Appendix B: Neighborhood Meeting Notification Letter
- Appendix C: Daily Sun Newspaper Advertisement
- Appendix D: Meeting Exhibits
- Appendix E: Sign in Sheets & Comment Cards
- Appendix F: Scanned E-mail Comments and Responses

I. PUBLIC MEETING INFORMATION

A. Applicant Attendees:

AZ Community Development – Joseph Kalish, Jack Hilton - Owners Representatives

David Evans & Associates – Don Willie – Civil Engineer Representative

CivTech – Dawn Cartier – Traffic Engineer

LVA Urban Design Studio – Mark Reddie, Alisse Highley - Applicant/Planning Consultant

II. PROJECT DESCRIPTION

The proposed applications are requesting a zone change on 178 acres of property currently zoned R1-43 to approximately 78.6 acres of RM-6 PUD, approximately 95.2 acres of RM-9 PUD, approximately 1.8 acres of RH-PUD and approximately 2.4 acres of /CR-PUD. Note that approximately 2.3 acres within the RH-PUD and CR-PUD is in a flex zone which allows the flexibility for either zoning district based on the final site plan configuration. This request includes a PUD Overlay on the entire 178 acres located at the northeast corner of Cactus Road and 175th Avenue. Concurrent with this request, the applicant will be submitting an Annexation application and a Preliminary Plat for the property as well. Note that a companion zoning application and preliminary plat is also being processed for an additional 10-acre property at the southeast corner of 175th Avenue and Sweetwater Avenue. Upon annexation and rezoning, the intent is to include this parcel within the overall Magnolia master planned community. The public outreach activities were conducted for both projects together.

As part of the Annexation and Zoning process, a neighborhood meeting was held on October 19, 2016 as an opportunity for local residents to learn about the project, ask questions, and express their comments or concerns regarding the project.

III. MEETING LOCATION

The neighborhood meeting was held at Sunset Hills Elementary located at 17825 W. Sierra Montana Loop Surprise, Arizona on Wednesday October 19, 2016 from 6:00pm to 7:00pm.

IV. NOTIFICATION

A. REQUIRED SITE POSTING

On October 4, 2016 sixteen notification signs were posted on the subject site informing the surrounding community of the proposed applications and of the neighborhood meeting. These signs will remain in place and continue to be updated as the application advances through to City Council. **Appendix A, *Site Posting Affidavits*** includes photos of the signs, locations, and affidavits.

B. REQUIRED FIRST CLASS MAILINGS

Mailed notification letters were sent from the City of Surprise to 135 property owners and HOAs on October 6, 2016. The letters included a map of the project and details on the neighborhood meeting. A copy of the outreach letter can be found in **Appendix B, *Neighborhood Meeting Notification Letter***.

C. REQUIRED NEWSPAPER ADVERTISEMENT

An advertisement was posted in in the Daily News-Sun on September 30, 2016 with a map and details of the Citizen Review Meeting. A copy of the advertisement can be found in **Appendix C, *Daily Sun Newspaper Advertisement***.

V. PUBLIC MEETING

The applicant team arrived at Sunset Hills Elementary school to set up exhibit boards and sign in/comment card tables. Directional signs were posted in the parking lot and outdoor hallways to direct and notify residents to the meeting room. See **Appendix D, Meeting Exhibits** for a copy of all exhibits presented at the Neighborhood Meeting.

Twenty eight attendees were recorded on the sign-in sheet (See **Appendix E, Sign-In Sheet and Comment Cards**) for the open house style neighborhood meeting. Guests were greeted at the door and encouraged to walk through the exhibits with a member of the development team. Comment cards were provided throughout the meeting. The meeting came to a close at 7:15 pm.

Since the neighborhood meeting, the applicant has followed up and emailed a site plan to the six attendees who left requests via comment card. No responses have been received at this time, but the applicant will continue to accept feedback through the application process. All sent and received e-mails to date have been included with this report as **Appendix F, Scanned E-mail Comments & Responses**.

VI. MEETING PARTICIPANT FEEDBACK

Included as **Appendix E, Sign-In Sheet & Comment Cards** is a copy of all comment cards received from the October 19th meeting. Below is a response tally, brief summary of feedback, and written responses to questions and/or negative feedback in Subsection A below. Outreach response was the result of neighborhood meeting comment cards. Similar comments are grouped together.

RESPONSE TALLY

Positive Feedback – 1

Negative Feedback – 2

Informative/Suggestions/Neutral – 7

SUMMARY OF FEEDBACK

- Encouraging relocation of proposed access on to 175th Ave
- Concern about multi-family being part of the development
- Request for site plan
- Request for continual updates
- In favor of building Sweetwater
- Concern about traffic impacts

A. GENERAL COMMENTS/CONCERNS & RESPONSES

- Eliminating 175th Ave. Access
Applicant Response – A Traffic Impact Analysis was completed as part of the application. Based on the project densities, improvements and proposed mitigation, 175th Avenue is shown to operate at an acceptable level of service.
- Concern about multi-family being included in the development
Applicant Response – Multi-family is not proposed within this development. All residential is single-family detached. This addresses resident concerns regarding this issue.

- Request for Site Plan & Follow up
Applicant Response – Emails from the applicant were sent out October 21, 2016 to those who requested additional information. An open line of communication was offered as well as an attached site plan.
- Increased traffic
Applicant Response – A Traffic Impact Analysis was done as part of the zoning submittal process for both projects. The TIA's have been submitted, revised per comments, and reviewed by staff. The TIA identifies traffic impacts and improvements required to mitigate impacts. While the applicant acknowledged that traffic will increase with the proposed development, various roadway improvements and mitigation will be provided to accommodate the increased traffic in the area. The conclusions of the TIA's indicate that with the proposed improvements and mitigation, all roadways will operate at an acceptable level of service at full build out.

VII. PUBLIC CORRESPONDENCE SUMMARY AND PLAN REVISIONS

The applicant received a phone call in response to the email sent out on October 21, 2016. That call was in reference to clarification on the date of the upcoming public hearings, and the scheduled Annexation public hearing on November 15, 2016. No other correspondence has been received.

No major adjustments were necessary to address resident concerns with the project based on feedback received at the neighborhood meeting and through comment cards. The applicant remains open to resident comments, but believes the current plan does respond to all comments expressed by the residents.

**CITIZEN PARTICIPATION FINAL REPORT
UPDATE**

**175TH & SWEETWATER
PLANNED UNIT DEVELOPMENT**

PARCEL NUMBERS: 502-04-002P

CITY OF SURPRISE

PREPARED BY:

LVA URBAN DESIGN STUDIO, LLC
120 E. Ash Ave.
Tempe, AZ 85281

AUGUST 2017

PUD ZONING
(Case #'s FS16-391)

175TH & SWEETWATER OUTREACH EFFORTS UPDATE

In 2016 the subject site, a ten acre parcel located on the southeast corner of 175th Avenue and Sweetwater Avenue alignment, underwent annexation and proposal for rezoning and preliminary plat as part of a larger master plan. Extensive outreach efforts were conducted as part of that project and can be referenced in City of Surprise records, case number FD16-391 and FS16-392.

As part of the revised application for rezoning and Preliminary Plat, a follow up neighborhood meeting was held on August 2, 2017 to present the revised plan to the public and give an opportunity for local residents to learn about the project, ask questions, and express their comments or concerns regarding the project. The neighborhood meeting was held at Sunset Hills Elementary located at 17825 W. Sierra Montana Loop Surprise, Arizona on Wednesday August 2, 2017 from 6:00pm to 7:00pm.

NOTIFICATION EFFORTS

On July 17, 2017 notification signs were updated on the subject site informing the surrounding community of the proposed applications and of the neighborhood meeting. These signs will remain in place and continue to be updated as the application advances through to City Council. See **Appendix A**, *Site Posting Affidavits* includes photos of the signs, locations, and affidavits.

Mailed notification letters were sent from the City of Surprise to surrounding property owners and HOAs in advance of the meeting. The letters included a map of the project and details on the neighborhood meeting.

An advertisement was also posted in in the Daily News-Sun with a map and details of the Citizen Review Meeting.

NEIGHBORHOOD MEETING – AUGUST 2017

On Wednesday, August 2, 2017 the applicant team arrived at Sunset Hills Elementary school to set up exhibit boards and sign in/comment card tables. Directional signs were posted in the parking lot and outdoor hallways to direct and notify residents to the meeting room. See **Appendix B**, *Meeting Exhibits* for a copy of all exhibits presented at the Neighborhood Meeting.

Three attendees were recorded on the sign-in sheet (See **Appendix C**, *Sign-In Sheet and Comment Cards*) for the open house style neighborhood meeting. Guests were greeted at the door and encouraged to walk through the exhibits with a member of the development team. Comment cards were provided throughout the meeting, and one was received with a request to receive development plan graphics. The meeting came to a close at 7:00 pm.

Since the neighborhood meeting, the applicant has followed up and emailed a site plan to one resident who left a request via comment card. No other comments have been received at this time, but the applicant will continue to accepted feedback though the application process. All sent and received e-mails to date have been included with this report as **Appendix D**, *Scanned E-mail Comments & Responses*.

CONCLUSION

No adjustments were necessary to address resident comment and/or concerns with the project based on feedback received at the neighborhood meeting and through comment cards. The applicant remains open to resident comments through the public hearing process.

APPENDICES

Appendix A - *Site Posting Affidavits*

Appendix B - *Meeting Exhibits*

Appendix C - *Sign-In Sheet and Comment Cards*

Appendix D - *Scanned E-mail Comments & Responses*



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

3 October 2016

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

Ms. Jamie Sullivan
Development Services Specialist
City of Surprise Planning Department
16000 N. Civic Center Plaza
Surprise AZ 85374

Re: FS16-391; 175th Ave & Sweetwater Avenue

Dear Ms. Sullivan

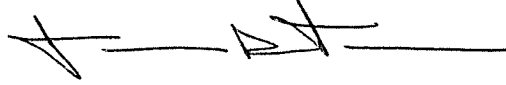
Thank you for the opportunity to provide comments on the Rezone and Preliminary Plat Application for 175th and Sweetwater Avenues. The site is on 10 net acres located at the southeast corner of 175th and Sweetwater Avenues within unincorporated Maricopa County however is within the City of Surprise General Planning Area. This request is a rezoning with a preliminary plat for a planned residential community consisting of 55 units, for an overall density of 5.5 dwelling units per acre. The subject property is currently vacant zoned Rural 43 (R-43), requested zoning for the property will be Residential Medium, Planned Unit Development (RM-9 PUD). The site is approximately 2.7 miles outside the 1988 JLUS 65 Ldn, "high noise or accident potential zone" as defined by A.R.S. § 28-8461 and is outside the "territory in the vicinity of a military airport" also defined by A.R.S. § 28-8461.

Luke AFB follows the guidelines in the Graduated Density Concept (GDC). The GDC proposes, in the absence of a more restrictive state, county or municipal general or comprehensive plan, graduating densities away from the 65 Ldn as follows: a maximum of 2 du/acre from the 65 Ldn to 1/2 mile, a maximum of 4 du/acre from 1/2 to 1 mile, and a maximum of 6 du/acre from 1 to 3 miles. The density of 5.5 du/ac meets these guidelines.

This request, as stated in the application, will not negatively impact the flying operations at Luke AFB. Since the site will be located inside 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 residents about Luke AFB operations.

If there are 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', followed by 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

Jamie,

I have reviewed the proposed FS16-391 175th Ave & Sweetwater residential development. The development does not affect any ADOT highway facilities.

We appreciate the opportunity to review and comment.

PETE ENO

Right Of Way Coordinator

205 South 17th Avenue Mail Drop 612E

Phoenix, AZ 85007

602-712-7348

azdot.gov



Jamie,

Thank you for providing the Electronic Submittal for 175th Ave. & Sweetwater (FS16-391).

MWD has reviewed this submittal and determined that the proposed development project will impact MWD. As a result, this development will require a development agreement between MWD and the developer to address the impacts to MWD's facilities and/or property interests. Please have the developer or their consultant contact MWD to discuss this project. Additionally, the developer will need to provide copies of any subdivision plats and utility and improvement plans to MWD for review and approval pursuant to the attached *MWD Drawing Requirements*, along with payment of the applicable plan review fees pursuant to the attached *MWD Fees & Payment Schedule*. Upon our review of the plat and/or plans once they are provided by the developer, MWD will copy the City on our approval and/or comments.

Thanks again,

Debbie Trasancos

Property & Contracts Specialist

Maricopa Water District

14825 W. Grand Ave.

Surprise, AZ 85374

623/546-8266

fax 623/584-2536

debbiet@mwdaz.com

ORDINANCE 2017-02

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SURPRISE, ARIZONA, APPROVING A REZONE APPROXIMATELY 10 ACRES FROM RESIDENTIAL RANCH (RR) TO RESIDENTIAL MEDIUM DENSITY 5 DU/AC PLANNED UNIT DEVELOPMENT (RM-9 PUD) FOR THE PROJECT KNOWN AS “175TH & SWEETWATER”, GENERALLY LOCATED AT THE SOUTHEAST CORNER OF 175TH AVENUE AND SWEETWATER ROAD.

WHEREAS, this Ordinance was properly noticed for public hearing and the necessary hearings and opportunity for public input were completed;

WHEREAS, the subject site is generally located at the southeast corner of 175th Avenue and Sweetwater Road;

WHEREAS, the subject site was annexed into the City of Surprise under Ordinance # 2017-01 and currently enjoys Residential Ranch (RR) zoning as a result of that annexation;

WHEREAS, the proposed use of the subject site requires modification of the applicable zoning regulations;

WHEREAS, the proposed Rezone to, Residential Medium Density, maximum 5 dwelling units per gross acre (RM-9 PUD) satisfies the requirements set forth in Chapter 122 of the Surprise Municipal Code;

WHEREAS, this Rezone is in harmony with the purposes and intent of the zoning ordinance and the Surprise General Plan; and

WHEREAS, on September 7, 2017, the Planning and Zoning Commission recommended approval of the 175th & Sweetwater development.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Surprise, Arizona, as follows:

Section 1. *Rezoning.* The parcel legally described on Exhibit A and depicted on Exhibit B, known as “175th & Sweetwater” is rezoned from Residential Ranch (RR) to Residential Medium Density, maximum 5 dwelling units per gross acre (RM-9 PUD) in a manner consistent with the Zoning Map included in Exhibit B subject to the following stipulations:

- a. Development and use of the site shall be in substantial conformance with the project narrative entitled “175th & Sweetwater”, prepared by LVA Urban Design Studio, dated revised August 2017 and stamped received August 15, 2017, except as modified by the following stipulations.
- b. Non-compliance with the stipulations of approval of this case will be treated as a violation in accordance with the provisions of Article XIV of the Surprise Unified Development Code.

Section 2. *Amendment of Zoning Map.* The City of Surprise zoning map is herewith amended to reflect the change in districts referred to in Section 1 above.

Section 3. *Codification.* This Ordinance is not of a general nature and shall not be codified.

Section 4. *Repeal of Conflicting Ordinances.* All ordinances or parts of ordinances in conflict with the provisions of this ordinance or any part of the code adopted herein by reference are hereby repealed, upon the effective date of this Ordinance.

Section 5. *Severability.* If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 6. *Effective Date.* This ordinance shall become effective at the time and in the manner prescribed by law.

APPROVED AND ADOPTED this _____ day of _____ 2017.

Sharon R. Wolcott, Mayor

Attest:

Approved as to form:

Sherry Aguilar, City Clerk

Robert Wingo, City Attorney

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: 175th & Sweetwater Rezone

OVERALL PUBLIC INVOLVEMENT LEVEL:

This activity will follow the citizen outreach and public hearing notification processes as outlined in state statute and the SUDC.

IDENTIFY STAKEHOLDERS:

Impacted residents; schools; churches; businesses; public at-large; property owners?

OBJECTIVES:

What is the purpose of the project/service/program and why is it needed? What are the impacts if the project/service/program is not achieved?

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) 8/2/17

Future Council Work Session/Meetings target dates Planning and Zoning 9/7/17, City Council 10/3/17

Election dates (if applicable)

Project start/completion dates

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

September 7, 2017 @ 6:00:00 PM

Back Print

Board Meeting Date:	September 7, 2017	Contact Person:	Christina Ramirez, Human Service & Community Vitality
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 approving the Consolidated Annual Performance and Evaluation Report 2016-2017.

Motion:

I move to approve the Consolidated Annual Performance and Evaluation Report 2016-2017.

Background:

In accordance with federal regulations 24 CFR 91.515- Performance Reports, each jurisdiction that has an approved Consolidated Plan shall annually review and report, in a form described by HUD. The report measures the city's progress in reaching goals and objectives contained in the Consolidated Plan and Annual Action Plan. The period covered in the report is July 1, 2016 through June 30, 2017.

Financial Impact Statement:

There is no financial impact for this item. This is a review of current year expenditures as reported through the Federal Housing and Urban Development Integrated Disbursement and Information Systems.

ATTACHMENTS:

Click to download

- ☐ [Staff Report](#)
- ☐ [CAPER](#)
- ☐ [Attachment 1 - Maps](#)
- ☐ [Attachment 2 - Analysis of Impediments](#)
- ☐ [Attachment 3 - Legal Ad](#)
- ☐ [Presentation](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

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

Christina Ramirez, Neighborhood Services Supervisor



HUMAN SERVICE AND COMMUNITY VITALITY

Date: September 7, 2017

To: Planning and Zoning Commission Members

From: Seth Dyson, Director
Christina Ramirez, Neighborhood Services Supervisor
Alicia Rubio, Program Coordinator

Re: Consolidated Annual Performance Evaluation Report (CAPER) 2016-2017

Introduction

Through contractual obligation as well as U.S. Department of Housing and Urban Development (HUD) regulation, the City of Surprise is required to submit the Consolidated Annual Performance and Evaluation Report (CAPER) by September 29th of each year for the preceding program year. This report outlines project/program activities funded by the Community Development Block Grant (CDBG) program for the grant year. The city is required to report on CDBG funding only and HOME funding is reported by the Maricopa County Consortium on the city's behalf.

Today's Public Hearing is aimed at opening a constructive discussion by the commission members, staff, and the residents of Surprise to enable the commission members to recommend submission of the CAPER 2016-17 to HUD. HUD requires that the CAPER be submitted by September 29, 2017 to enable the City of Surprise to continue receiving housing and community development funds in the future.

Background

In accordance with federal regulations 24 CFR 91.515- Performance Reports, each jurisdiction that has an approved Consolidated Plan shall annually review and report, in a form described by HUD. The report measures the city's progress in reaching goals and objectives contained in the Consolidated Plan and Annual Action Plan. The period covered in the report is July 1, 2016 through June 30, 2017.

The activities summarized in the report implement City Council approved projects and programs for Program Year 2016-17, for the provision of housing and community development services to the community. The report does not establish any new policy.

The City of Surprise received \$585,139 in CDBG funding for the Program Year 2016-2017 from HUD.

The Human Service and Community Vitality Department (the Department) undertook an

Emergency Housing Rehabilitation program for income qualified residents of Surprise living in owner occupied housing. The program continued to operate with roll over funding in the amount of \$136,525. This funding helped 21 individual projects to be completed.

Additionally, the Division awarded a Design-Bid contract for Neighborhood Infrastructure Improvements at the Tech-Celerator within the Heritage District of Surprise. Lastly, award of the Water Resource Master Plan contract occurred this program year and is underway. Completion of the project is set for December 2017.

The Neighborhood Services Division also solicited applicants for Public Service Grants. Grantees applied for and were awarded \$87,770 (cumulatively) of CDBG funding. Awardees include Aid to Adoption to Special Kids (\$5,000), ABILITY 360 (\$27,560), Benevilla (\$22,560), Central AZ Shelter Services (CASS) (\$7,000), MIKID (\$5,000), Potter's House (\$7,650) Surprise Summer Youth Employment Program (\$13,000) All projects are major funding priorities in Consolidated Plan 2015-19 and Annual Action Plan 2016-17 and are City Council approved awards.

The highlights of the report are as follows:

Emergency Housing Rehabilitation Program:

- a. The City of Surprise Community and Human Service Department continues to offer Emergency Rehabilitation (rollover funding) on owner-occupied homes. Income qualified individuals are eligible on a first-come-first-served basis. CDBG funding is used for this program.
- b. Repairs under this program include, but are not limited to accessibility, plumbing, heating, cooling and electrical.
- c. 21 individual projects were completed during the 2016-2017 Program Year.
- d. Program is ongoing while funds remain.

Neighborhood Infrastructure Improvements:

- a. Awarded Design Bid contract for tenant improvements to the Tech-Celerator facility in the amount of \$380,341.
- b. Awarded consultant contract in the amount of \$120,000 for the Water Resource Master Plan (funding was allocated from 2015 CDBG award).

Public Service Grants:

- a. The Human Service and Community Vitality Department solicited proposals for Public Service Grants. Applications were awarded for \$87,770. A total amount of \$51,573 was expended. MIKID provided a total of 200 hours of counseling for a contract amount of \$5,000 and The Surprise Summer Youth Employment Program, which provided salaries for 25 youth interns, for a total of \$13,000 expended. Both contracts have been closed out this program year. There currently are 5 agency contracts carried over into 2017-2018 in the amount of \$36,197 with a contract end date of November 30, 2017 for all 5 contracts.
- b. Seven (7) organizations' applications were awarded after all grants were individually scored and applicants gave presentations on their individual applications in front of the Planning and Zoning Commission. The commission made recommendations to the City Council, which were then approved and included in the 2016-2017 Annual Action Plan.

- c. Contract funds in the amount of \$23,198 were carried over from Public Service Program Year 2015-2016 to Program Year 2016-2017 – Benevilla provided 477 hours for full day child care, 307 hours for half day child care and 292 home delivered meals for a total contract amount of \$9,559 in which the remaining balance of \$441 was spent during Program Year 2016-2017. Ability 360 completed a total of (4) handicap modification projects for a total contract amount of \$15,057 of which \$12,494 was spent in 2016-2017 reporting year. The Tumbleweed contract in the amount of \$6,316.80 was canceled due to an organization financial restructure.

The remaining balance of \$10,263 (see breakdown below) will be transferred to Neighborhood Infrastructure Project and the Emergency Repair Program:

- Tumbleweed \$6,316.80
- Ability 360 \$3,830.70
- Benevilla \$115.50

Administration:

- a. 20% of the allotted CDBG funding was set aside for program administration in the amount of \$117,028; \$114,657 was expended during the program year. \$2,371 was leftover and will be transferred to the Emergency Repair Program.

The below table illustrates the current status of projects and funds expended during the 2016-17 program year:

Project	Funding Source	2016-17 Status	Funds Allotted	Funds Expended	Future Action
Emergency Housing Rehabilitation	CDBG	In Progress	\$135,528 rollover	\$107,748 \$27,780 encumbered	Emergency Repairs on Owner Occupied, Income Qualified, Homes in Surprise
Public Service Grants	CDBG	In Progress (2) contracts closed from PY15-16 (2) contracts closed from PY16-17	\$87,770	\$ 51,573	Partnership with Funded Non-Profit Organizations for Specified Public Services
Tech-Celerator TI - Surprise Heritage District	CDBG	Design Bid awarded; Construction out to bid	\$380,341	\$30,043	Completion Jan 2018
Water Resource Master Plan	CDBG	Design Phase	\$120,000	\$46,142	Completion Sep 2017
Administrative Allotment	CDBG	In Progress	\$117,028	\$114,657	None

Previous Actions

Projects reported on were approved by the Planning and Zoning Commission as well as the City Council through public meetings and public hearings held as part of the CDBG Annual Action Plan process. Funding of each project is determined by the procurement process, and subsequently approved by the City Council if necessary per city procurement guidelines.

Updated Actions

The City of Surprise views 2016-2017 program year as one of continued growth, progress, and significant investment in the future to create sustainable neighborhoods. A draft copy of the report was made available for public comment for 15 days as required per HUD regulation. Any comments received will be included in the final draft of the CAPER.

Future Actions

Submission to HUD by September 29, 2017.

Recommendations

Staff recommends approval of CAPER 2016-2017.



City of Surprise

Consolidated Annual Performance Evaluation Report

Program Year 2016-2017

Community Development Block Grant and
HOME Investment Partnership

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a) This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Surprise Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2016-2017 provides a quality assessment of high priority activities accomplished during this report period. Investments included neighborhood improvements, public services and the implementation of innovative economic development activities such as improvements to a city-owned facility (TechCelerator) currently utilized as a business incubator. Surprise continued to provide services for the Emergency Repair program with rollover funding in the amount of \$214,450 from previous years allocations. 21 homes were assisted with heating/cooling, plumbing and electrical repairs in the amount of \$136,526.

Public Services were funded in the amount of \$87,770 to seven (7) local nonprofits. These providers have demonstrated consistency and leadership in providing the much-needed services to Surprise residents. Public Services had a carryover amount of \$23,198 from Program Year 2015 due to contract timelines which overlapped Program Years 2015 and 2016. Nonprofit agency MIKID provided a total of 200 hours of counseling for a contract amount of \$5,000 and The Surprise Summer Youth Employment Program (SYEP), which provided salaries for 25 youth interns, for a total of \$13,000 expended. Both contracts have been closed out this program year. There currently are five (5) agency contracts carried over into 2017-2018 in the amount of \$36,197 with a contract end date of November 30, 2017 for contracts. A total of \$54,118 was spent for public services.

Neighborhood improvements in the amount of \$380,341 consisted of much needed tenant improvements to a city facility located within the target area known as the "TechCelerator." This facility is utilized as a business incubator and additional office space was needed in order to provide business creation and retention to those who meet program guidelines. An architectural firm was secured, the design phase has been completed and the project is currently out to bid for construction. Currently the city has drawn \$30,043 of the project budget, and anticipates project completion by January 2018.

City of Surprise | CAPER 2016-2017 | Program Year Two

In Program Year 2015, Surprise funded a Utility Feasibility Study in the amount of \$120,000. The project was awarded this program year and is at 50% completion as of the close of Program Year 2016. The city intends on utilizing this study to help assess the water infrastructure within the Original Town Site.

City of Surprise | CAPER 2016-2017 | Program Year Two

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g) Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
Economic Development	Economic Development	CDBG: \$0	Jobs created/retained	Jobs	4	0	0.00%	2016-2019		
Economic Development	Economic Development	CDBG: \$0	Businesses assisted	Businesses Assisted	4	0	0.00%	2016-2019		
Emergency Housing Rehabilitation	Affordable Housing	CDBG: \$136,526	Homeowner Housing Rehabilitated	Household Housing Unit	96	48	50.00%	2015-2020	21	
Neighborhood Infrastructure Improvements	Neighborhood Infrastructure	CDBG: \$30,043	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6	3	50.00%	2015-2020		
Neighborhood Infrastructure Improvements	Neighborhood Infrastructure	CDBG: \$0	Facade treatment/business building rehabilitation	Business	0	0		2015-2020	0	0.00%
Neighborhood Infrastructure Improvements	Neighborhood Infrastructure	CDBG: \$0	Businesses assisted	Businesses Assisted	4	0	0.00%	2015-2020	0	0.00%

City of Surprise | CAPER 2016-2017 | Program Year Two

Program Administration		CDBG: \$121,023	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		2015-2020	0	0.00%
Public Services	Public Service	CDBG: \$54,118	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	55	55.00%	2015-2020	0	0.00%
Senior Center Services	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	750	0	0.00%	2015-2017		
Street Improvements	Infrastructure Improvements	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	200	100.00%	2015-2016		
Utility Infrastructure Study	Non-Housing Community Development	CDBG: \$46,142	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	0	0.00%	2015		

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Surprise use of CDBG funds for the priorities that were ranked "high" in the Consolidated Plan and the Annual Action Plan have been successfully implemented. The city has made continual progress in meeting its 2016 goals and objectives which were public services, neighborhood infrastructure improvements for economic development and emergency home repair. The Public Service Program has a one-year cycle (contracts) and has met program goals for 2016. CDBG has afforded the city public service partnership opportunities within the Community Action Program housed in our Surprise Resource Center, which is located within the Original Town Site.

Other programs, notably in housing, neighborhood infrastructure and economic development can take up to two years to implement. Surprise continues to review the Consolidated Plan via public outreach during the Annual Action Plan process in order to ensure that community priorities are in line with the ranking of the goals and continue to develop viable communities and provide economic opportunities for program eligible residents.

CR-10 - Racial and ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	20
Black or African American	1
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	21
Hispanic	3
Not Hispanic	18

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

N/A

City of Surprise | CAPER 2016-2017 | Program Year Two

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	735,304	271,335
HOME	HOME	508,900	147,653
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

The City of Surprise is a direct entitlement of Community Development Block Grant formula grant funds. Surprise also receives HOME funds as part of the Maricopa HOME Consortium in which Maricopa County Human Service Department serves as the lead agency for the consortium. Surprise provides annual public service funding opportunities to area nonprofits with CDBG funds. In conjunction with the efforts of the Mayor and City Council additional grant opportunities are available through the "Surprise Community Outreach Program." This program offers grants of \$10,000 or less to qualified local nonprofits that provide direct services to Surprise residents.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
ORIGINAL TOWNSITE	100		

Table 4 – Identify the geographic distribution and location of investments

Narrative

The neighborhood improvements completed this reporting period met the national objective of low/mod income area benefit, in the target area of the Original Townsite. The Emergency Repair program (rollover funding) projects were located throughout the city of Surprise, having met the low/mod limited clientele national objective to income qualified residents. (see attached map).

City of Surprise | CAPER 2016-2017 | Program Year Two

Leveraging: Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The CDBG program has no match requirement, however the HOME program does. HOME require a 25% match in which the city has accumulated \$508,000 in set aside for match requirements for every HOME dollar spent. In conjunction with the CDBG Public Service funding, Surprise has set aside \$65,000 for the "Surprise Community Outreach Program" from General Funds to support the public services needed in Surprise. The city also sponsors four (4) community beautification projects in the CDBG target area throughout the year. Surprise provides the financial support of resources such as tools, equipment, staff and bulk trash fees, which are paid for by the city's general fund.

The neighborhood infrastructure projects identified in the Consolidated Plan are city-owned facilities such as the Tech-Celerator, Senior Center and public right-away streets, which were also identified as high priority.

On June 2016 the Surprise City Council elected to further promote and leverage revitalization efforts identified in the Consolidated Plan by adopting the "Surprise Heritage Overlay District." The district provides infill incentives for residential and commercial development by waiving 100% of the impact fees in order to aid in the revitalization of the Original Townsite.

The city makes every effort to ensure funds are being used efficiently and assure leveraging of resources whenever possible.

The city has \$522,166 in eligible match funds to provide the 25% eligible match for every HOME dollar spent.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	21	29
Number of households supported through Acquisition of Existing Units	0	0
Total	21	29

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The annual goals and outcomes in this reporting period (as documented in the Second Year Annual Action Plan 2016-2017) are neighborhood infrastructure, utility infrastructure study (2015-2016), public services and emergency housing repairs (roll over funding). All the projects are consistent with the City of Surprise CDBG policies which also reflect the federal regulations and guidelines, and in doing so there was no willful inaction to hinder any of the goals and outcomes.

City of Surprise | CAPER 2016-2017 | Program Year Two

Discuss how these outcomes will impact future annual action plans.

The City of Surprise Annual Action Plan outcomes will continue to have a positive impact on the community by ensuring that our projects have access to resources and technical assistance in order to continue making a positive impact in our community. The outcome of the Utility Feasibility (completion date January 2018) will guide the city in the future planning for water infrastructure projects in the target area that are eligible for CDBG funding and potential Capital Improvement Plan projects.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	4	4
Low-income	9	3
Moderate-income	8	1
Total	21	8

Table 7 – Number of Households Served

Narrative

The city continues to focus its efforts for affordable housing. As part of the Maricopa County Consortium, joint efforts focus on affordable housing initiatives not only in Surprise but throughout Maricopa County.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Surprise continues their participation in the MAG Continuum of Care Homeless Committee and in that participation addresses the needs of homelessness and chronic homelessness as noted in the Four-Year Strategic Plan. Surprise takes an active role along with the Surprise Police Department to conduct a "Point in Time" homeless count each year. At that time staff is trained to provide "homeless triage" and help homeless individuals get access to support services. This program year there was an emphasis on reaching out to homeless veterans and a "homeless veteran" helpline was provided to those who were identified for emergency assistance during the yearly Homeless Count overseen by Maricopa Association of Governments.

In addition, Surprise has funded emergency prevention of homelessness from its allocation of public services through nonprofit agencies. The Surprise Resource Center offers Eviction Prevention and Utility Assistance in order to prevent homelessness and partners with other public service agencies housed at the Surprise Resource Center.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Surprise allocated 15% of its annual allocation to public service providers, some whose programs and activities were intended to benefit those experiencing homelessness and in need of emergency shelter. An organization who received funding in FY 16-17 was Central Arizona Shelter Services, which provides shelter services and additional support to those experiencing homelessness. The city continues their active participation in MAG Continuum of Care Homeless Committee to address homelessness needs.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Surprise has made great strides in meeting the objectives of helping low-income individuals and families through the services offered at the newly created Surprise Resource Center. This facility is a center for a comprehensive social services offered to regional area residents.

The Surprise Resource Center houses the Community Action Program (CAP), which is in partnership with Maricopa County Community Service Division to provide support services that foster self-sufficiency and stability. The program offers utility and eviction prevention, emergency food along with information and referral services. Agencies who also offer services are at the Center include: Arizona Department of Economic Security (AZDES), AZ DES Veteran's Program, Women, Infants and Children (WIC) nutrition, Domestic Violence advocacy and support groups and benefit enrollment services for health insurance programs (AHCCCS), food stamps (SNAP) and cash assistance (TANF).

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Surprise encourages partnership, funding opportunities and awards to agencies such as Central Arizona Shelter Services and provides self-sufficiency services at the Surprise Resource Center. Continuing the active participation in MAG Continuum of Care Homeless Committee will also help the progress of addressing the objectives for reducing and ending homelessness.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Housing Authority of Maricopa County (HAMC) administers the public housing and Section 8 subsidized housing program within City of Surprise. Surprise's housing activities are planned and supported through the Maricopa Consortium Plan.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The Housing Authority of Maricopa County offers the Family Self Sufficiency (FSS) Program, which is a voluntary program that assists individuals in Maricopa County public housing and/or in the Housing Choice Voucher program to gain economic independence.

Participants are assisted in establishing an escrow account where savings are set aside to be used towards accomplishing their goals. A portion of the amount paid in rent is placed into this account. Upon successful graduation from the program, the savings are cashed out for the participant's use in achieving their final goals, which may include buying or renting a house.

Actions taken to provide assistance to troubled PHAs

The Housing Authority of Maricopa is not a troubled agency therefore no action taken.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The Surprise Mayor and City Council adopted the "Surprise Heritage District" zoning overlay plan in June 2016. The plan is intended to aid in removing barriers with less restrictive zoning ordinances and to promote revitalization efforts by offering development incentives for both residential and commercial development in the target area.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

In addressing the needs of the underserved, the city has created partnerships with social service agencies by providing resources such as office space at the Surprise Resource Center and outreach to the community. We utilized as many funding sources as possible for example the Maricopa County HOME program for affordable housing, Area Agency on Aging for senior congregate meals, and CDBG Public Service funds for youth employment and training opportunities.

Presently listed within the Action Plan is the lack of **private financial** resources for housing rehabilitation and homebuyer assistance. The City continues to research and identify available resources as lack of funding is a continued issue throughout the market. The City continues utilizing HOME and CDBG funds for homeowner assistance activities.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The city is responsible for performing a lead based test on all residential properties built before 1978. If the property is found to have lead based paint, the city will remediate with lead abatement procedures and retest the property for a lead clearance.

City of Surprise | CAPER 2016-2017 | Program Year Two

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

All activities noted in the Strategic Plan to help people move out of poverty have been ongoing and has continued from year one. These include:

- ❖ Title V employment programs
- ❖ Arizona@Work Maricopa County which include employment workshops and career fairs
- ❖ Veteran Employment Assistance - City of Surprise Resource Center located in the target area offers weekly employment services
- ❖ Financial Fitness workshops at no cost to area residents
- ❖ Tax Preparation at no cost to families struggling with poverty
- ❖ Credit counseling workshops and referral services to nonprofit housing corporations who provide these services at no cost
- ❖ WIC, Women, Infant and Children Nutritional Services
- ❖ Veteran Job Club, as well as other employment services
- ❖ Assistance for enrolment in AHCCCS, TANF, SNAP, and Affordable Care Act application and enrollment, and Medicare benefits counseling

City of Surprise | CAPER 2016-2017 | Program Year Two

Agency/Program	Funding Allocated	Program Focus	Funding Source	HUD Outcome
Economic Development: Public Facilities/Infrastructure				
TechCelerator Improvements	\$380,341	Building renovation for city owned business incubator	CDBG	EO-1
Water Resource Master Plan	\$120,000	Water master plan for target area - Original Town Site	CDBG	SL-1
TOTAL	\$500,341			
Owner Housing Objectives				
Housing Rehabilitation	\$136,692	Owner-Occupied Home Repair	HOME	
Emergency Home Repair	\$135,528	Emergency Home Repair Assistance	CDBG	DH-1
TOTAL	\$272,220			
Community Development: Public Services Objectives - Anti-Poverty Objectives				
Benevilla	\$22,650	Home delivered meals/child daycare subsidy	CDBG	SL-3
New Leaf	\$1,300	Tax preparation for low income individuals	General Funds	EO-3
St. Vincent DePaul	\$5,000	Utility assistance	General Funds	SL-3
Radiant Church	\$2,500	Holiday clothing/food drive	General Funds	SL-3
St. Mary's Food Bank	\$4,000	Emergency food boxes	General Funds	SL-3
TOTAL	\$35,450			
Community Development: Public Services Objectives - Non-Homeless Special Needs Objectives				
AASK	\$5,000	Surprise Foster/Adoption Support Program	CDBG	SL-3
ABILITY 360	\$27,560	Handicap Modifications	CDBG	SL-1
MIKID	\$5,000	Mental health counseling for youth/families	CDBG	SL-1
Adelante Healthcare	\$2,962	Car seat install/community education	General Funds	SL-1
Northwest Valley Connect	\$2,000	Senior/handicap transportation	General Funds	SL-1
One Step Beyond	\$3,000	Art therapy for intellectually disabled individuals	General Funds	SL-1
Sojourner Center	\$2,000	Domestic violence community based case management	General Funds	SL-1
Special Olympics	\$3,000	Special Needs Athletics	General Funds	SL-3
Sun Health Foundation	\$5,000	Memory Care Counseling Program	General Funds	SL-1
Youngtown Community Fund	\$3,000	Medical equipment rental program	General Funds	SL-3
TOTAL	\$58,522			

City of Surprise | CAPER 2016-2017 | Program Year Two

Youth Services Objectives				
Potter's House	\$7,650	Youth counseling/mentoring	CDBG	SL-3
SYEP	\$13,000	Employment/training opportunities for low income youth	CDBG	EO-3
Dysart Education Foundation	\$3,000	Educational projects	General Funds	SL-1
TOTAL	\$23,650			
Homeless Prevention Objectives				
CASS	\$7,000	Emergency Shelter	CDBG	SL-1
Homeless Youth Connection	\$3,200	Homeless youth case management	General Funds	SL-1
TOTAL	\$10,200			
TOTAL ALL SOURCES	\$900,383			

HUD Outcome Code Key	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

As described in the plan, the "institutional structure" is the overall community delivery system. This system was structured to support housing, community and economic development needs. This structure included other city departments, government agencies, for-profit and nonprofit organizations who play a part in the provision of affordable housing, community development, and economic development needs of the community. Surprise continued to work with these entities to address these specific needs.

As described by the listing of services offered from the Surprise Resource Center, Surprise has formed an extensive network of support organizations and partner agencies in order to help meet the social services needs of residents. This includes the convening of a faith-based community breakfast. This was done with the intention of beginning the conversation regarding the need for a faith-based collaboration to assist with needed community programming.

The city also offers a yearly Surprise Community Outreach Program, a grant program designed to provide grant funds to local non-profit organizations providing high priority social services to Surprise residents.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Surprise continued to emphasize coordination between social service agencies and provided a team approach for the Consolidated Plan high priorities. Surprise will continue to offer resources such as office space and citizen outreach to these agencies furthering the resources available to qualified residents.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The city completed an Analysis of Impediments (AI) to Fair Housing in May 2012. The AI identifies barriers to fair housing. The attached chart is a brief description of actions to the AI.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The CDBG and the HOME project activities are all monitored at least once during the course of the projects' scope of work. The monitoring includes a review of the grantee's project file, an inspection of relevant items and a review of the financial processes which the grantee uses.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Surprise' efforts for citizen participation included a public notice announcing the public review and comment period for the CAPER. This was published in the Daily News Sun the week of August 24, 2017. Reasonable accommodations were available upon request. Spanish speaking staff was also available at the Public Hearing on September 7, 2017. (see attached affidavit)

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

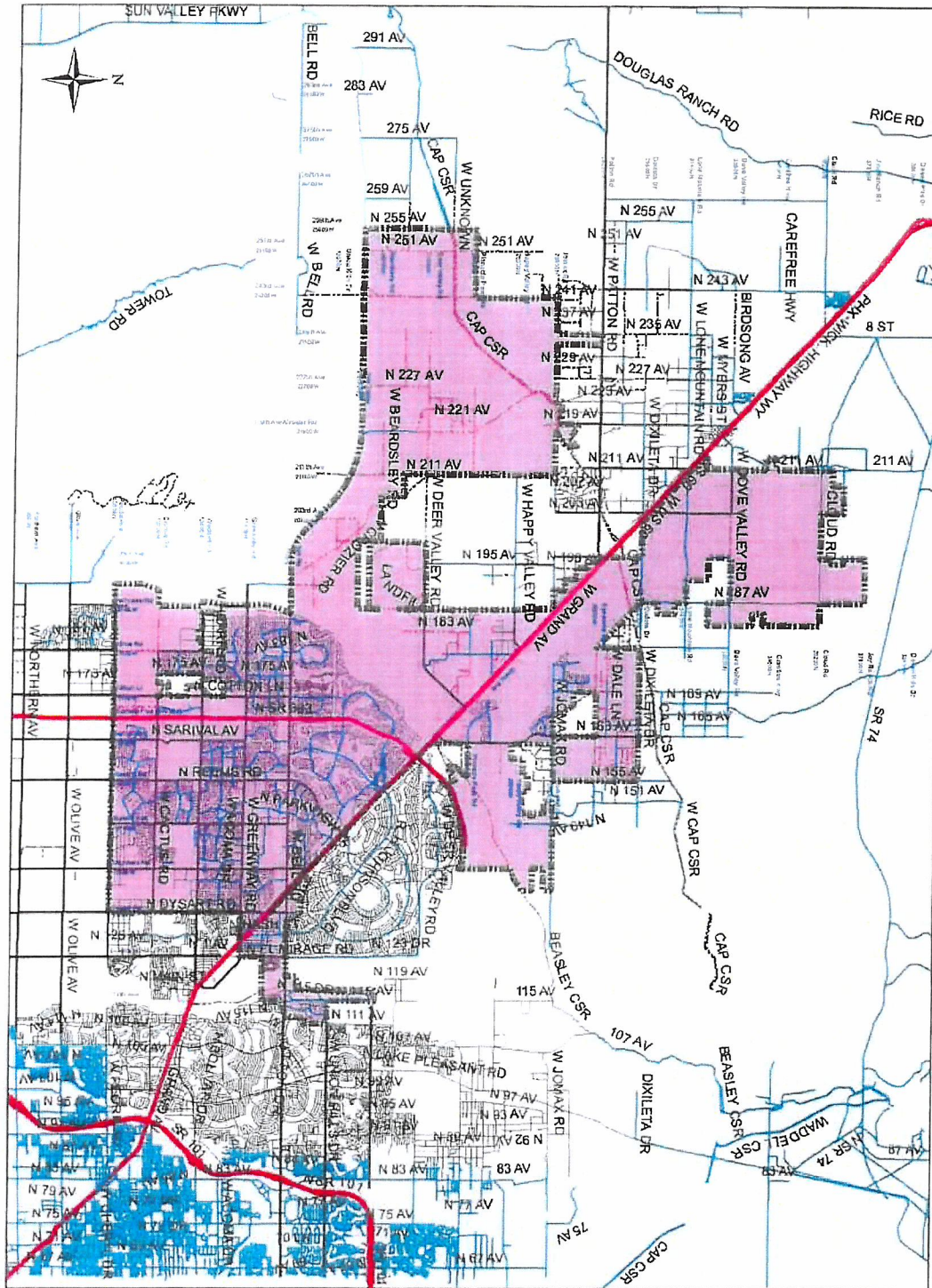
Projects are reviewed each year by the Planning and Zoning Commission then recommended to the City council for approval. Priorities are reviewed to make adjustments in programs and projects that are necessary for meeting the established goals in the Consolidated Plan. If adjustments need to be made we can address it at this level. If during the program year a priority need becomes higher than previously established it can be amended in the Consolidated Plan and can be implemented in the Annual Action Plan.

City of Surprise | CAPER 2016-2017 | Program Year Two

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.



City of Surprise Incorporated Area

Maps

Annual Action Plan
2017

11

VI. FAIR HOUSING IMPEDIMENTS AND RECOMMENDATIONS

PREVIOUSLY IDENTIFIED IMPEDIMENTS AND RECOMMENDATIONS

Based on the research and data available, the following Action Plan and activities are recommended to reduce impediments to fair housing within the City of Surprise. Surprise's previous Analyses of Impediments to Fair Housing provided recommendations for specific actions that the City of Surprise could take to reduce impediments to fair housing choice. This section briefly reviews some of those previously recommended actions from the 2006 Analysis, provides an update on City actions, and sets forth updated recommendations. See Appendix 2 for status matrix on previous impediments.

Impediment #1: Lack of diversity in many Census Tracts.

Recommendation #1:

Engage the real estate community in increasing opportunities for greater diversity in neighborhoods.

(Performance measure: number of meetings initiated.)

Become a participant in the Arizona Fair Housing Partnership.

(Performance measure: number of meetings attended.)

Current status:

In 2007, the City hosted a Fair Housing and ADA overview for Realtors and City staff. The City has also hosted several fair housing-related workshops over the last 6 years, open to the general public.

The City of Surprise is not listed one of the participants/partners of the Arizona Fair Housing Partnership (<http://azfairhousing.info/Partners.html>).

Updated recommendation:

The City should continue to partner with the real estate community to increase opportunities for greater diversity in neighborhoods. It is apparent that there is very little diversity throughout the City (81% White according to 2010 Census Bureau data).

It is not clear from performance reporting whether the City of Surprise regularly attends Arizona Fair Housing Partnership (AFHP) meetings. However, the City should pursue partnership with AFHP to have greater access to information, resources, and networking opportunities with other municipalities (8 Arizona cities are currently partners with AFHP).

Impediment #2: High denial rates for Black/African Americans in Census Tract 405.11.

Recommendation #2:

*Engage the services of one of the fair housing services to provide paired test to assess whether minorities are treated with different terms and conditions.
(Performance measure: Number of tests performed.)*

Current Status:

There is no evidence that fair housing testing was done in Census Tract 405.11, or anywhere in the City of Surprise. The City changed its focus to fair housing education efforts instead.

Updated Recommendation:

According to 2010 HMDA data, Census Tract 405.11 is 2% minority with a denial rate of 17%. The City of Surprise denial rate is 16.4%, only 0.6% difference. Although the denial rate does not seem markedly higher than the City's average rate, it is recommended that the City fulfill the original goal of fair housing testing in order to completely investigate the possibility of unequal access to housing and mortgages, and avoid potential fair housing complaints/cases. In addition, the City exhibits fairly low number of minorities according to 2010 Census data, particularly when compared to neighboring municipalities, and it is important to know whether that could be a result of discrimination or other factors.

Impediment #3: Lack of affordable rental housing has a disproportionate impact on single female heads of household with children.

Recommendation #3:

*Develop an IGA with the Housing Authority of Maricopa County to formalize the operating relationship with the agency.
(Performance measure: IGA executed.)*

*Seek additional resources to facilitate development of affordable rental housing.
(Performance measure: Additional affordable units constructed for families.)*

Current Status:

The City does not have an intergovernmental agreement (IGA) with the Housing Authority of Maricopa County (HAMC) because it was determined that the City has a relationship with the HAMC that allows for referral of persons in need of housing. It was felt that a formal intergovernmental agreement without some specific funding or goals that could be pursued would not be effective.

The City has been has qualified for \$2,197,786 in Neighborhood Stabilization Program (NSP) funds over the course of four years (2009 - 2012). Surprise is in the process of using the money to purchase at least 12 foreclosed properties in the city. The homes are repaired, or demolished and rebuilt, then resold to qualified homebuyers, some of which could address this recommendation.

Updated Recommendation:

The above results in a determination that the requirement of an intergovernmental agreement should be considered closed. As an alternative, the City will request an annual summary from the Housing Authority of Maricopa County of the number of public housing units and Section 8 voucher recipients within the City of Surprise. The summary report should also include pertinent demographic and economic data of residents, protected classes represented within the units, fair housing education on behalf of tenants and landlords, and other data important for tracking and reporting purposes.

The City should continue to fulfill the goals and performance measures of the NSP.

Impediment #4: Lack of knowledge about fair housing rights and how to file a fair housing complaint.

Recommendation #4:

Facilitate and/or participate in fair housing training for City staff, real estate professionals, and citizens.

(Performance measure: sessions provided.)

Current status:

Since 2006, the City has facilitated approximately 8 seminars covering fair housing issues.

Updated recommendation:

The City should continue to provide education and training opportunities for City staff, real estate professionals, residents, and other segments of the Surprise population.

Impediment #5: Lack of fair housing infrastructure required as part of the CDBG Certification to Affirmatively Further Fair Housing.

Recommendation #5:

Modify the Fair Housing page on the City website to access directly HUD and the Attorney General's fair housing web sites.

(Performance measure: new information available.)

Develop a data base that can be used by both the Fair Housing Coordinator and the ADA Coordinator to record, identify, and track resolution when fair housing complaints and inquiries come to the City.

(Performance measure: a new useable database.)

Develop a grievance procedure for Section 504 complaints. Such a procedure may also be used for other types of complaints related to federal grants administration.

(Performance measure: a formal administrative grievance procedure.)

Update the AI periodically as new information is available from the Census or other sources which makes an update appropriate.

(Performance measure: periodic updates to the AI.)

Current status:

Within the City's Fair Housing page, there is a direct link to, but not one for the Arizona Attorney General.

The City of Surprise has an ADA Coordinator. In addition, the Neighborhood Services Supervisor in the Surprise Community Development Department serves as Fair Housing Coordinator. Other staff within the Community Development Department works on fair housing issues as well. There is a database within the Community Development Department that can be used to track fair housing complaints.

The ADA Coordinator has a dedicated webpage and direct link for Section 504 (and ADA) related complaints. The City also has a Disability Advisory Committee to focus on community-wide accessibility issues.

There have been no updates to the AI since 2006.

Updated recommendation:

The City's Fair Housing page should include a direct link to the Arizona Attorney General's Fair Housing page as well as HUD. Arizona law has been federally designated as "Substantially Equivalent," and the Arizona Attorney General's (AG) Civil Rights Division investigates and rules on many fair housing cases on HUD's behalf. Fair Housing complaints can be filed online at:

http://www.azag.gov/civil_rights/complaintform.html. The ADA Coordinator should continue to work with the public on ADA and Section 504 complaints.

Due to its rapid and continued growth, the City should consider updating AI data at least once prior to completing a new AI. Tracking population and demographic changes would assist the City of Surprise with ensuring fair housing choice for protected classes.

CURRENT IDENTIFIED IMPEDIMENTS AND RECOMMENDATIONS

A. Impediment #1: Lack of Fair Housing Awareness; and Lack of a Fair Housing Officer

Action: Improve Fair Housing Awareness; Designate a Fair Housing Officer

Recommendation 1

The City should designate a Fair Housing Officer to be consistently available to address fair housing issues. That person should maintain representation and active participation with fair housing networks and service providers such as the Arizona Fair Housing Partnership.

Status:

The City's Neighborhood Services Supervisor currently serves in the role of Fair Housing Officer. Other staff of the Community and Economic Development Department, supervised by that position, also works with fair housing education and information but in a limited role.

Recommendation 2

The City should use existing institutional structure to disseminate fair housing information, provide fair housing education opportunities, and assist with fair housing complaint referrals.

Status:

The City has made great strides in promoting fair housing education and outreach. However, rapid growth (Surprise is now 4 times more populous than in 2000) and development necessitate increased efforts of raising fair housing awareness. Of citizens surveyed, 81% were not familiar with fair housing or social services provided by the City of Surprise, and 84% had not seen/heard information on fair housing within the City of Surprise.

There exists an extensive institutional structure of nonprofits and other service groups that could be used to disseminate fair housing information and provide education. In addition, these existing groups could assist with outreach efforts by properly referring citizens with fair housing complaints. The City should target local, countywide, and statewide organizations for this purpose, including but not limited to: Surprise Quality of Life Commission; Disability Advisory Commission; Arizona Fair Housing Center; Community Legal Services; Southwest Fair Housing Council; and Arizona Fair Housing Partnership. By providing fair housing outreach efforts with these organizations, the City would engage a command audience to receive fair housing information.

Recommendation 3

Use existing institutional structure to quarterly survey agencies and organizations for status of fair housing complaints and issues and assess data on a bi-yearly basis for any needed follow-up.

Status:

In conjunction with Recommendation 1, the City could also target their outreach efforts to existing organization meetings to survey, track, and assess fair housing issues community-wide. If needed, the City could take any needed action or follow-up by the Fair Housing Officer.

Recommendation 4

Continue to use Surprise Channel 11 programming and website, and the City newsletter, to reach more citizens with fair housing information. Also, use the City's social media sites such as Facebook and Twitter to educate and promote fair housing.

Status:

Surprise Channel 11 programming, the Channel 11 website, and use of the City newsletter has the potential to reach many protected classes of people with fair housing information. The majority of citizens surveyed (63%) felt that information on the City website would be the best way to inform citizens of fair housing issues and updates.

B. Impediment #2: Limited Public Transportation limits Housing Choices

Action: Pursue Additional Public Transportation Options

Recommendation 5

As feasible, the City shall collaborate and cooperate with regional transit authorities to improve and expand public transit routes and hours of operations, specifically in housing, medical, commercial, and employment centers.

Status:

Public transportation can play a significant role in increasing the supply of affordable housing to groups in need and others protected under fair housing laws. Public transportation is inefficient and nonexistent in much of the City, making many neighborhoods inaccessible to those without dependable means of transportation, particularly very low-income residents, the elderly, and persons with disabilities. Fifty percent (50%) of citizens surveyed felt that insufficient public transportation with a barrier to fair housing. Due to local budget challenges and dwindling state resources, the City is unable to meet its transportation needs. However, the City does provide some subsidized public transportation services for the elderly and medical reasons. City staff also works with regional bodies and changes to regional routes for greater efficiency has assisted.

C. Impediment #3: Accessible Housing Needs Exist

Action: Evaluate ADA Education and Accessible Housing Needs

Recommendation 6

The City should continue to make efforts to provide builders with information packets regarding ADA requirements, post requirements on the City's website, and incorporate ADA requirements in the development review and permitting process of housing construction.

Recommendation 7

It is recommended that the City consider addressing the apparent deficit of affordable housing that is ADA accessible by having the Disability Advisory Commission conduct a comprehensive review of the ADA accessible housing unit levels of supply and demand. Using that data, the City can support the development and/or retrofitting of additional ADA accessible housing units. This would also encourage the Commission to broaden their scope and assist the City's fair housing efforts.

Status:

Much of the growing Surprise population is ages 65 years and over (18% of total population). That segment of the population has the higher incidence of disabilities, estimated at over 27% for 2010. Many of these residents choose to live in place and need accessible, affordable options for doing so. According to the Planning and Zoning Review of Public Policies and Practices completed by City staff, the zoning ordinance does not deny housing opportunities for disabled individuals with on-site housing services. However, the planning and zoning code does not include a definition of "disability" that is included in the Fair Housing Act.

ACTION PLAN AND TIMELINE

Remedial Action Recommended	1-Year Goals	3-Year Goals	On-Going Goals
ACTIONS TO ADDRESS PREVIOUSLY IDENTIFIED IMPEDIMENTS			
Continue to partner with the real estate community to increase opportunities for greater diversity in neighborhoods.			X
Pursue partnership with the Arizona Fair Housing Partnership.	X		
Conduct/oversee fair housing testing.		X	

City of Surprise Analysis of Impediments to Fair Housing Choice 2012

Request an annual summary from the Housing Authority of Maricopa County on public housing units and Section 8 voucher recipients within the City of Surprise.	X		
Continue to provide fair housing education and training opportunities for City staff, real estate professionals, residents, and other segments of the Surprise population.			X
Include a direct link on the City's website to the Arizona Attorney General's Fair Housing page for filing complaints.	X		
ACTIONS TO ADDRESS EXISTING IMPEDIMENTS			
Impediment: <i>Lack of fair housing awareness and Lack of a Fair Housing Officer</i> Action: <i>Improve Fair Housing Awareness; Designate a Fair Housing Officer</i>			
Recommendation 1 Designate a fair housing officer and maintain representation and active participation with fair housing networks and providers			X
Recommendation 2 Use existing institutional structure and partners to more effectively disseminate fair housing information, provide fair housing education, and assist with fair housing complaints.	X		
Recommendation 3 Use existing institutional structure to quarterly review fair housing complaints and issues and assess data on a bi-yearly basis for follow up.			X
Recommendation 4 Increase the use of the City's government access channel, Surprise Channel 11, the City's website, and City's newsletter for fair housing education. Also, use the City's social media sites to educate and promote fair housing.			X
Impediment: <i>Lack of adequate public transportation between</i>			

<i>housing and employment, and medical services.</i> Action: Pursue Additional Public Transportation Options			
Recommendation 5 As feasible, the City shall collaborate and cooperate with regional transit authorities to improve and expand public transit routes and hours of operations, specifically in housing, medical, commerce, and employment centers.			X
Impediment: Existence of accessible housing needs. Action: Evaluate ADA Education and Accessible Housing Needs			
Recommendation 6 Continue to provide additional information on ADA requirements to builders and developers, post requirements on the City's website, and incorporate ADA requirements in the development review and permitting process.	X		
Recommendation 7 Use the Disability Advisory Commission to conduct a review of accessible housing supply and demand, and uses, to aid Commission to increase outreach on fair housing issues.		X	

Public Notice

City of Surprise

Consolidated Annual Performance and Evaluation Report (CAPER) 2016-2017

Notice is hereby given by the City of Surprise that the Consolidated Annual Performance and Evaluation Report (CAPER) 2016-17 has been drafted and will be available to the public for review for a minimum period of 15 days beginning August 24, 2017.

Notice is also hereby given that the City of Surprise Human Service and Community Vitality Department-Neighborhood Services Division will hold a **Public Hearing regarding the (CAPER) 2016-17 on September 7, 2017, at 6 p.m.** before the Planning and Zoning Commission in the City Hall Council Chambers 16000 North Civic Center Plaza, Surprise, AZ 85374.

The City of Surprise is required by the U.S. Department of Housing and Urban Development (HUD) to annually submit a Consolidated Annual Performance and Evaluation Report (CAPER). This report provides an assessment of expenditures and accomplishments of the city's progress in carrying out its Consolidated Plan 2015-19 and its second-year Annual Action Plan 2016-2017 for the following HUD-funded programs: the Community Development Block Grant Program (CDBG) and the HOME Investment Partnerships Program (HOME). The report covers community development objectives undertaken during the period of July 1, 2016 through June 30, 2017. The report does not establish any new policy.

This Public Hearing concerns the CAPER report that contains a summary of programmatic accomplishments including a description of the resources made available, the investment of available resources, the geographic distribution and location of investments, actions taken to affirmatively further Fair Housing, and other actions indicated in the Consolidated and Annual Action Plans. The purpose of this notice is to make the CAPER report available to the public for comments prior to its submittal to HUD.

HUD regulations require the submission of the CAPER no later than 90 days after the closing of an entitlement grantee's program year. Before submission to HUD, the draft CAPER must be made available for public review and comment for no fewer than 15 days. The public review and comment period for the FY 2016-2017 CAPER will be **August 24 – September 14, 2017**. The CAPER will be submitted to HUD by September 29, 2017.

The CAPER comprises of three parts: 1) a summary of resources and individual program accomplishments; 2) narrative statements providing the status of actions taken during the program year; and 3) a self evaluation of progress made during the past year in addressing identified priority needs and objectives.

The public is invited to review and comment on the draft (CAPER) 2016-17 for a 15-day period **beginning August 24, 2017 and ending September 14, 2017**. This comment period is planned in accordance to the city's adopted Citizen Participation Plan, a requirement of HUD. After all public comments have been considered, the Planning and Zoning Commission will take a formal action on **September 7, 2017 Public Hearing. Upon approval by the Planning and Zoning Commission**, the CAPER will be submitted to HUD by September 29, 2017.

Comments must be submitted in writing, email or by phone call by September 14, 2017 at 4:00 p.m. All comments must be directed to Alicia Rubio, Neighborhood Service Coordinator, Neighborhood Services Division, City of Surprise, 16000 N Civic Center Plaza. Please call Alicia Rubio at 623.222.3240 or TDD 623.222.1002 or email at Alicia.rubio@surpriseaz.gov.

The CAPER will be available for review at the following locations:

- City of Surprise website at www.surpriseaz.gov.
- Surprise City Hall, 16000 N Civic Center Plaza, Surprise, AZ 85374.
- The Northwest Regional Library at 16089 N. Bullard Avenue, Surprise.
- The Hollyhock Branch Library at 15844 N. Hollyhock Street, Surprise.
- The Surprise Senior Center, 15832 N. Hollyhock St.

City of Surprise doesn't discriminate against anyone based on race, color, gender, religion, national origin, age, related medical condition or disability. Documents will be available for review in advance at 16000 N Civic Center Plaza, Surprise, AZ, 85374 and can be made in alternate formats. Comments regarding the proposed **CAPER PY 2016-17** should be directed to Alicia Rubio, Neighborhood Service Coordinator, Neighborhood Services Division, City of Surprise. Please call Alicia Rubio at 623.222.3240 or TDD 623.222.1002 for submittal procedure. Please call Alicia Rubio forty-eight hours prior to the meeting time for assistance with translation or accommodations for individuals with disabilities.



Reasonable accommodations will be made upon a timely request.

Publish: Daily News-Sun, August 24, 31, 2017 and September 7, 2017;
Surprise Today, August 30, 2017 and September 6, 2017 / 210719



SURPRISE
ARIZONA

Planning and Zoning Commission Meeting 9/7/17

**CDBG Consolidated Annual Performance
and Evaluation Report (CAPER)**

2016-2017

TODAY'S OBJECTIVES

- Update on CAPER Process
- Approve CAPER 2016-17



BACKGROUND – CAPER 2016-17

Mandated by U.S Housing and Urban Development (HUD)

Identifies Project/Program Activities Funded by CDBG for the Program Year 2016-17

Covers Program Year 2016-17 (July 1, 2016- June 30, 2017)

Submit to HUD Within 90 Days of End of Program Year (by September 29, 2017)

BACKGROUND – CAPER 2016-17

Monitoring Tool for HUD

Summarizes Accomplishments

Measures Goals and Objectives Set in Consolidated Plan
2015-2019 and Annual Action Plan 2016-17

Demonstrates Comprehensive Impact on Community



CAPER 2016-2017

September 2016-17 Allotments Received CDBG Funding \$585,139	
Neighborhood Imp. – Tech-Celerator	\$380,341
Funded Public Services	\$87,770
Administration	\$117,028

CAPER 2016-2017

Emergency Housing Rehabilitation

- \$214,450 roll-over with a budget of \$10,000 per project
- All awardees are income and program qualified
- Repairs include, but are not limited to, heating, cooling, electrical and accessibility.
- 21 projects completed in PY 2016-2017 total \$136,526

CAPER 2016-2017 - EMERGENCY HOUSING REPAIR COMPLETED PROJECTS



Tech-Celerator Improvements

Awarded: \$380,341

Project Completion: Jan 2018

Tenant Improvements –
Electrical, Plumbing and
Design for 4 new offices



CAPER 2016-17 PUBLIC SERVICES

Ability 360

Awarded: \$27,560

Spent: \$0

AASK

Awarded: \$5,000

Spent: \$2,966

Benevilla

Awarded: \$22,560

Spent: \$14,748

MIKID

Awarded: \$5,000

Spent: \$5,000

CASS

Awarded: \$7,000

Spent: \$0

Potter's House

Awarded: \$7,650

Spent: \$ 0

Surprise SYEP

Awarded: \$13,000

Spent: \$13,000



CAPER 2016-2017

Project	Funding Source	2016-17	Funds Allotted	Funds Expended	Future Actions
Emergency Home Repair	CDBG	21 projects completed	\$214,450 Roll-Over	\$136,526	Ongoing program
Tech-Celerator Improvements	CDBG	Bid Stage	\$380,341	\$30,043	Construction Phase
Social Service Funding (15%)	CDBG	• ABILITY 360 • AASK • Benevilla • MIKID • Potter's House • CASS • SYEP	\$87,770	\$54,118	MIKID SYEP, completed, ABILITY 360, AASK, Benevilla, CASS, Potter's House ongoing;

CAPER 2016-2017

Project	Funding Source	2016-17	Funds Allotted	Funds Expended	Future Actions
Water Resource Master Plan	CDBG	60% completed	\$120,000 rollover	\$26,250	Completion 12/2017
Administration	CDBG	Ongoing	\$117,028 (\$3,995.44 rollover)	\$114,657	Ongoing

CAPER Timeline

July 2016-June
2017

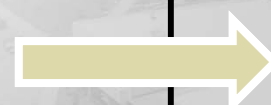
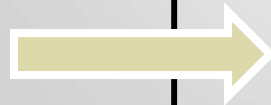
Program Year

September 14

Final Draft

August 21-
September 8

Public
Review



CAPER Timeline

September 7

Planning and Zoning
Commission Hearing &
Approval

September 29

Submit to HUD



SUMMARY

- Update on PY 2016-2017 Activities
- Approve **CAPER 2016-17**





SURPRISE
ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: CDBG Consolidated Annual Performance and Evaluation Report (CAPER) 2016-17.

OVERALL PUBLIC INVOLVEMENT LEVEL:

What level of public engagement is planned? Is this information-sharing only, or is the public being asked to provide input/feedback? Public Hearing on 9/7/17 (P & Z Meeting). 15 day Public comment period (8/21-9/8/17) for draft CAPER

IDENTIFY STAKEHOLDERS:

Impacted residents; schools; churches; businesses; public at-large; property owners? Surprise Heritage District residents/property owners, public service nonprofits, City of Surprise staff Public Works, Community Development, Economic Development and Human Services and Community Vitality.

OBJECTIVES:

What is the purpose of the project/service/program and why is it needed? What are the impacts if the project/service/program is not achieved? Create viable neighborhoods, provide decent, safe and affordable housing; Low to moderate income resident job creation; provide services to those with special needs

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) Public Hearing 9/7/17, 15 day public comment period
Future Council Work Session/Meetings target dates none
Election dates (if applicable)
Project start/completion dates 8/2017

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

September 7, 2017 @ 6:00:00 PM

Back Print

Board Meeting Date:	September 7, 2017	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 and direction 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):



CITY OF SURPRISE
Planning and Zoning Commission

September 7, 2017 @ 6:00:00 PM

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

Board Meeting Date: September 7, 2017 Contact Person: Attorney Van Riper
Submitting Department: District: Internal
Staff Recommendations: None

Consent	Regular	Public Hearing	Report/Discussion
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Agenda Wording:

EXECUTIVE SESSION:

ARS 38-431.03(A)(3) – discussion or consultation for legal advice with the attorney or attorneys of the public body regarding the Arizona Open Meeting Law

Motion:

Background:

Financial Impact Statement:

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):