

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

March 2, 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 March 2, 2017.

A. ROLL CALL

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

STAFF PRESENT:

Community Development Director Eric Fitzer, Assistant Director Lloyd Abrams, Deputy City Attorney Donna Bronski, Neighborhood Services Program Supervisor Christina Ramirez, Community & Recreation Services Assistant Director Donna Miller, Planner Hobart Wingard, Planner Sergio Angulo and Planning and Zoning Commission Secretary Lorraine Nevarez.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

D. STAFF REPORT

Eric Fitzer, Director, informed the committee of the Open Meeting Law Training Session on Thursday, March 23, 2017 at 6 p.m. at the Surprise City Council Chambers. All members are encouraged to attend.

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 February 2, 2017 Planning and Zoning Commission minutes.

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

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – DISTRICT 4 – Consideration and action on the Conditional Use Permit for a major vehicle repair facility in the Sun City West commerce Park, Generally north of Bell Road, west of Dysart Road and northeast of Grand Avenue.

Sergio Angulo, planner, presented item 2 to the Commission.

The Commission discussed item 2:

- Fire access

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

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

Commissioner Bash made a motion to approve the Conditional Use Permit for a major vehicle repair facility in the Sun City West Commerce Park. Commissioner Cultum seconded the motion. The motion passes with 7 votes in favor.

Item 3 – DISTRICT 1 – Consideration and action on the Conditional Use Permit for a Super Star Car Wash Facility in Surprise Farms Gateway, generally located south of Bell Road and west of Loop 303.

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

The Commission discussed item 3:

- Hours of Operation
- Time of Construction
- Sidewalks and pedestrian safety
- Flow of traffic
- Stacking of vehicles

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

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

Commissioner Rosenbaum made a motion to approve the Conditional Use Permit for a Super Star Car Wash facility in Surprise Farms Gateway. Commissioner Norberg seconded the motion. The motion passes with 7 votes in favor.

Item 4 – DISTRICT 4 – Presentation and action item regarding a City initiated General Plan Map Amendment of a portion of the Foxfire Commerce Park, from Office and Commerce to an Employment designation, generally located on the northeast corner of Grand Avenue and Bell Road.

Hobart Wingard, planner, presented item 4 to the Commission.

The Commission discussed item 4:

- Noise abatement
- Hours of operation
- General uses in the industrial environment

Chair Chapman opened the call to the public for item 4.

Patrick Tucker, representing businesses in the area, asked the commission a few questions regarding 1) what is the difference between an office and commercial to employment designation 2) Does this also mean anything of a lesser zoning will still be allowed 3) Will current business be zoned out 4) Will there be ground cover.

Mr. Wingard explained this is part of the general plan which shows the long range plan of the city. This amendment will offer an opportunity for businesses to grow. There will be pavement.

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

Commissioner Cultum made a motion to recommend approval to the Mayor and City Council regarding the Minor General Plan Map Amendment for Sun City West Commerce Park. Vice Chair Keating seconded the motion. The motion passes with 7 votes in favor.

Item 5 – DISTRICT 4 – Presentation and action item regarding Rezone of the CampCorp parcel, APN 503-66-058, from Regional Commercial (CR/C3) to Industrial General (IG/I2), located generally on the west side of Grand Avenue approximately ¼ mile northwest of Bell Road and Grand Avenue intersection at 13550 West Foxfire Drive.

Hobart Wingard, planner, presented item 5 to the Commission.

The Commission discussed item 5:

- Fire access
- Use of the rail line

- Semitrailer traffic
- Pavement of roads

Chair Chapman opened the call to the public for item 5.

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

Commissioner Bash made a motion to recommend approval to the Mayor and City Council regarding the Rezone of APN Parcel 503-66-058, CampCorp. Vice Chair Keating seconded the motion. The motion passes with 7 votes in favor.

Item 6 – Citywide – Presentation and discussion pertaining to the Public Service Activities for the Community Development Block Grant Program Year 2016-18.

Christina Ramirez, Neighborhood Services Program Supervisor, gave an overview of the program, process timeline, CDBG goals for public services, the application descriptions and evaluations and the City's funding recommendations.

Public Service Application presentations were given by the following:

- David Martinez - St. Mary's Food Bank
- Jake Sedille - Labors Community Service Agency
- Jannelle Radoccia - Lutheran Social Services of the Southwest
- Holly Crow - Sojourner Center
- Muriel Gutierrez - City of Surprise Resource Center
- Kris Friedman and Juli McGreal Schragel – Billy's Place
- Courtney Allen and Gwen Shawley – Benevilla
- Julie Turko – AASK (Aid to Adoption of Special Kids)
- Terri Perillo – Sun Health Foundation
- Michelle Springer – M.I.K.I.D. (Mentally Ill Kids in Distress)
- Ursula Strephans – CASS (Central Arizona Shelter Services)
- Sally Clifford, Eric Eilertsen, Cathy Gaudio – Experience Matters

The Commission discussed item 6:

- Consolidated Plan
- The process of the program
- Recruitment process
- Volunteer time/In-kind
- Application assistance
- Auditor process

Chair Chapman opened the Call to the Public.

Ryan Scruggs, resident, inquired why the city program has to apply through the process.

Ms. Ramirez explained this is the current process for social services funding.

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

Item 7 – Internal – Parks and trails overview – How planners apply to development review.

Donna Miller, Acting Director – Community Services Department, presented item 7 to the Commission.

The Commission discussed item 7:

- Surprise Farms Softball Fields and Dog Park
- Countryside Recreation Center
- Mileage of area of trails
- Trail system
- Timeframe of the trail system
- Connections and alignments of trails

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

OTHER BUSINESS:

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

Chair Chapman reminded the Commission of the upcoming Open Meeting Law Training Session on Thursday, March 23, 2017 at 6 p.m.

The Commission would like to receive notifications regarding upcoming projects.

ADJOURNMENT:

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 8:39 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: _____