

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

February 15, 2018 / 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 February 15, 2018.

A. ROLL CALL

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

STAFF PRESENT:

Community Development Director Eric Fitzer, City Attorney Robert Wingo, Planner Sergio Angulo, Current Planning Supervisor Robert Kuhfuss, Human Services and Community Vitality Director Seth Dyson, Neighborhood Services Coordinator Alicia Rubio and Planning and Zoning Commission Secretary Lorraine Nevarez.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

None.

D. STAFF REPORT

None.

CALL TO THE PUBLIC:

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

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

CONSENT AGENDA:

Item 1 – Internal – Consideration and action approving the February 15, 2018 Planning and Zoning Commission Minutes.

Commissioner Smith made a motion to approve the consent agenda as presented. Vice Chair Rosenbaum seconded the motion. Motion passes with 7 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – District 1 – Consideration and action regarding a Preliminary Plat in the Residential Medium Density (RM-9) PUD zoning district.

Robert Kuhfuss, Planner, presented item 2 to the Commission.

The Commission discussed item 2:

- Fire access

Chair Chapman opened the call to the public.

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

Commissioner Cultum made a motion to recommend of the requested Preliminary Plat in the Residential Medium Density (RM-9) PUD Zoning district to the Mayor and City Council, subject to stipulations 'a' through 'c' as listed in the Staff Report. Commissioner Keating seconded the motion. Motion passes with 7 votes in favor.

Chair Chapman moved item 4 to follow after item 2.

Item 4 – District 1 – Consideration and action regarding a Preliminary Plat for Marley Park Phase 4 & 5.

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

Chair Chapman opened the call to the public.

Jason Harrison, resident, shared his concerns regarding access to the various community parks and the location of the dog park.

Donna Bronski, resident, shared her concerns regarding the community name creating confusion and access to the amenities and uses of the parks.

Lindsey Barker, resident, shared her concerns about the future development of parcel 9 and possibility of additional traffic issues.

Matt Barker, resident, shared his concerns about the future development of parcel 9.

Brian Greathouse, representing Meritage, addressed the questions from the public comments.

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

The Commission discussed item 4:

- Parks
- HOA's
- Traffic lights
- View fencing
- Dog park
- Community Name
- Density requirements
- Notification letters from Luke AFB

Commissioner Keating made a motion to add stipulation f to read DMB and Meritage homes will workout an HOA agreement between Mark Park and Homestead at Marley Park that allows the homes on the southside of Meadows Park that utilize the park and will also be held accountable to the enhanced restrictions associated with the backyards on a green space. Commissioner Cultum seconded the motion. Motion fails with 4 votes against (Commissioner Smith, Commissioner Bash, Chair Chapman and Commissioner Norberg) and 3 in favor.

Commissioner Norberg made a motion to recommend approval to the Mayor and City Council 776-Lot Preliminary Plat in the PAD Zoning District (Marley Park) subject to stipulations 'a' through 'e' and stipulation 'c' effective February 15, 2018 as listed in the Staff Report. Commissioner Bash seconded the motion. Motion passes with 7 votes in favor.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Item 3 – District 1 – Consideration and action on a Site Plan to allow for a new Dollar General Retail store on a portion of Parcel L8-A of the Desert Oasis at Surprise PAD generally located north of Jomax Road and West of 171st Avenue.

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

The Commission discussed item 3:

- Landscape
- Parking spaces
- Signage
- Type of store products sold

Chair Chapman noted public would like to comment on this item.

Bill Whitehurst, resident, shared his concerns regarding the safety of the community with this type of business.

Augustine Prieto, resident, shared his concern regarding the design of the building.

Holly Jones, resident, shared her concerns regarding property values and left in and out on Jomax.

Commissioner Bash made a motion to approve a Site Plan to allow for a new Dollar General Retail store on a portion of Parcel L8-A of the Desert Oasis at Surprise PAD generally located north of Jomax Road and West of 171st Avenue, subject to stipulations 'A' & 'B' as listed in the Staff Report. Commissioner Smith seconded the motion. Motion passes with 7 votes in favor.

Item 5 – Citywide – Presentation and discussion regarding the Public Service Activities for the Community Development Block Grant Program Year 2018-19.

Alicia Rubio, Neighborhood Services Coordinator and Seth Dyson, Human Services and Community Vitality Director 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:

- Lisa Notaro - St. Mary's Food Bank
- Ervin Cutwright – Summer Youth Employment Program
- Edith Baltierrez – Surprise Crisis Assistance Fund

- Holly Crow - Sojourner Center
- Joanne Thomson - Benevilla
- Lisa Glow – Central Arizona Shelter Services (CASS)
- Rosalie Hernandez – A New Leaf
- Bill Ford – St. Vincent de Paul
- Deb Richards – Sun Health
- Bonnie Wilson – Northwest Valley Connect
- Madelon Jeffreys – Youngtown Lending Program
- Connie Whitlock – What's Happenin' Arts Movement (WHAM)
- Jaime Duarte - Potter's House
- Connie Phillips - Lutheran Service
- Christopher Nelson - MVP Youth Behavioral Baseball Academy

The Commission discussed item 6:

- Transportation funds used for St. Mary's Foodbank
- Utility funding regarding funding between St. Vincent de Paul and Surprise Crisis Assistance Fund
- Funding regarding Coordinator position for Sojourner Center
- Security services at CASS
- Income qualification process for Sun Health
- Transportation coverage regarding Northwest Valley Connect
- Meeting space for Potter's House
- Lutheran's Service for Homelessness
- MVP and creating or existing partnerships with City of Surprise
- Staff funding recommendations
- Rubric rational for scoring the applicants

Item 6 – District 5 – Discussion and presentation regarding the Surprise Market place and Surprise Town Center monument signage.

Eric Fitzer, Director, presented item 6 to the Commission.

The Commission discussed item 6:

- Commercial needs
- Aesthetics
- ADOT implications regarding signage
- Signage heights
- Other municipalities that compare
- Freeway signage
- Location of signage
- Comprehensive Sign Program process

OTHER BUSINESS:

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

The Commission would like more information regarding Senate Bill 1480.

ADJOURNMENT:

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 9:25 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: _____