

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

January 18, 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 January 18, 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, Deputy City Attorney Ellen Van Riper, Planner Robert Kuhfuss 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 January 18, 2018 Planning and Zoning Commission Minutes.

Commissioner Smith made a motion to approve the January 18, 2018 Planning and Zoning Commission minutes. Vice Chair Rosenbaum seconded the motion. Motion passes with 7 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – Citywide – Consideration and action regarding the acceptance of either Exhibit A or Exhibit B as it pertains to Class I Temporary Signs and to incorporate said Exhibit into the draft sign code.

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

The Commission discussed item 2:

- Alternative 1 vs. Alternative 2
- Small A Frame signs
- Adding additional signage on opposite side of the arterial
- Distance of small A Frame sign from arterial intersection

Chair Chapman opened the call to the public.

Liz Recchia, director of WeMar, shared WeMar prefers Alternative 2 and would suggest a longer distance from the intersection.

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

Commissioner Keating made a motion to accept Exhibit B as revised to include changing the sign distance from 100ft to 500ft, and incorporate said exhibit as revised into the draft sign code. Commissioner Bash seconded the motion. Motion passes with 7 votes in favor.

Item 3 – Citywide – Consideration and action regarding the acceptance of either Exhibit C or Exhibit D as it pertains to Class II Temporary Signs and to incorporate said Exhibit into the draft sign code.

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

Chair Chapman tabled item 3 until further discussion on item 4.

The Commission discussed item 3:

- Alternative 1 vs. Alternative 2
- Large A Frame signs
- Placing large A Frame sign along commercial frontage 200ft
- Existing business
- Monument signs

Chair Chapman opened the call to the public.

Liz Recchia, director of WeMar, shared WeMar prefers Alternative 2 and would suggest a longer distance within the placement of the signs for better visibility.

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

Commissioner Bash made a motion to accept Exhibit C as and incorporate said exhibit into the draft sign code. Commissioner Smith seconded the motion. Motion passes with 4 votes in favor and 3 against (Commissioner Rosenbaum, Commissioner Cultum and Commissioner Norberg).

Item 4 – Citywide – Consideration and action regarding a Text Amendment to Chapter 113 of the Surprise Municipal Code regarding signs.

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

The Commission discussed item 4:

- Class V and Class VI Monument Signs
- Spacing between billboard signs along Loop 303 Corridor
- Area of the sign face and height
- Billboards
- Freeway monument signs
- Sign Illumination
- Static vs EMC
- Aesthetics
- Overgrown landscape

Chair Chapman tabled item 4 until further discussion and action on item 3.

Chair Chapman opened the call to the public.

Kurt Jones, Tiffany and Bosco, and Rhett Cooney, LCO Outdoor, gave a presentation pertaining to height and spacing between placement of signs. It is recommended the Commission consider 1700 ft. of spacing to allow 3 billboard signs along Loop 303 Corridor and height 50ft. above grade.

Holly Jones, resident and realtor, asked the Commission to consider allowing additional small A Frame signage.

Chlimita Frazer shared examples of monument signs.

Frank Cruz, Clear Channel Outdoor, asked the Commission to consider the size of the signs along the Loop 303 Corridor. Standard size is 14'x48'.

Liz Recchia, director of WeMar, shared WeMar had language clarification requests and suggest additional regarding rustic signs.

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

Commissioner Keating made a motion to approve the typographical corrections in Chapter 113 as indicated by staff. Commissioner Norberg seconded the Motion. Motion passes with 7 votes in favor.

Commissioner Bash made a motion to amend billboard signs on the 303 Corridor to be no more than 2640 sq. ft. apart, size of face be 14'x48', one side of billboard to be EMC and allow one side to be static and the height be no more than 45'. Vice Chair Rosenbaum seconded the motion. Motion passes with 7 votes in favor.

Commissioner Bash made a motion to recommend approval of Version 3 with the approved modifications of the proposed Text Amendment to Chapter 113 of the Surprise Municipal Code regarding signs to the City Council, as amended by and including Exhibits A and C. Vice Chair Rosenbaum seconded the motion. Motion passes with 7 votes in favor.

OTHER BUSINESS:

Item 5 – INTERNAL - Discussion pertaining to future agenda items.

Director Fitzer announced planner Robert Kuhfuss was promoted to Current Planning Supervisor. The Commission congratulated Mr. Kuhfuss.

Executive Session:

ARS 38-431.03(A)(3) – discussion or consultation for legal advice regarding standards of review, conflicts of interest, and scope of comments.

Commissioner Cultum made a motion to recess to Executive Session. Commissioner Keating seconded the motion. Motion passes 7 votes in favor.

Commission adjourned into Executive Session at 8:27 p.m.

Commission reconvened at 8:49 p.m.

ADJOURNMENT:

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 8:49 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:
