CITY OF SURPRISE
PLANNING AND ZONING COMMISSION

MEETING MINUTES

April 5, 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 April 5, 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 Sergio Angulo, Transportation Planning Manager Martin Lucero and Planning and Zoning Commission Secretary Lorraine Nevarez.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT
None.

D. STAFF REPORT

Eric Fitzer, Director, advised the Commission that the April 19, 2018 Planning & Zoning Commission meeting is canceled. It was also noted that the City Center development presentation will be presented at the City Council Work Session on April 17, 2018. Commissioners are encouraged to submit their questions to City Council members.

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 March 15, 2018 Planning and Zoning Commission Minutes.

Commissioner Bash made a motion to approve the consent agenda as presented. Vice Chair Rosenbaum seconded the motion. Motion passes with 6 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – District 3 – Consideration and action on a Conditional Use Permit to allow for a new Day Care Center in Lot 4 of Cactus Plaza within the Rancho Gabriela PAD generally located south of Cactus Road and east of Reems Road.

Chair Chapman opened the call to the public

The Commission discussed item 2:

- Traffic
- Parking
- Building color
- Fire exits

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

Commissioner Bash made a motion to approve the Conditional Use Permit to allow for a new Day Care Center in Lot 4 of Cactus Plaza within the Rancho Gabriela PAD generally located south of Cactus Road and east of Reems Road, subject to stipulations 'A' through 'F' as stated in the Staff Report. Commissioner Cultum seconded the motion. Motion passes with 7 votes in favor.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Item 3 – Citywide – Presentation land discussion of recent planning efforts to mitigate transportation congestion and improve access for all modes of transportation.

The Commission discussed item 3:

- High School traffic
- Congestion at different schools
- Creating a Traffic Management Plan
- Accident Reports

OTHER BUSINESS:

Item 4 – INTERNAL - Discussion pertaining to future agenda items.

Commissioner Cultum asked for clarification regarding the downtown development plan presentation with regards to the agenda. Commissioner Norberg asked for Director Fitzer to restate his comments from the Staff Report section of the meeting.

Director Fitzer restated that the City Center Development presentation will be presented on April 17, 2018 at City Council Work Session. The agenda will be posted online. The Commission is encouraged to submit their questions to City Council members.

Commissioner Norberg still requests the presentation be at a Commission meeting.

ADJOURNMENT:

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 6:59 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: _____