

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

July 19, 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 July 19, 2018.

A. ROLL CALL

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

STAFF PRESENT:

Community Development Director Eric Fitzer, Deputy City Attorney Ellen Van Riper, Planner Hobart Wingard, Current Planning Supervisor 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 July 5, 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 6 votes in favor, 1 abstention (Commissioner Cultum).

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 2 – Internal – Consideration and action of the Planning and Zoning Commission Chair.

Commissioner Smith nominated Commissioner Keating for position of Chair. Vice Chair Rosenbaum seconded the nomination.

Chair Chapman called for a vote. Commissioners voted on written ballots.

Commissioner Keating received 6 votes and 1 abstention.

Item 3 – Internal – Consideration and action of the Planning and Zoning Commission Vice Chair.

Commissioner Norberg nominated Vice Chair Rosenbaum for position of Vice Chair. Commissioner Cultum seconded the nomination.

Commissioner Chapman nominated Commissioner Bash for position of Vice Chair. Commissioner Bash seconded the nomination.

Chair Keating called for a vote. Commissioners voted on written ballots.

Commissioner Bash received 4 votes and Vice Chair Rosenbaum received 3 votes.

Item 4 – District 1 – Consideration and action regarding a Major Site Plan Amendment for LA Fitness in Surprise Village Marketplace.

Robert Kuhfuss, current planning supervisor, presented item 4 to the Commission.

The commission discussed the following:

- Minimum standards for parking

Commissioner Norberg made a motion to approve the proposed Major Site Plan Amendment for LA Fitness in Surprise Village Marketplace, subject to stipulations 'a' through 'c' as stated in the Staff Report. Vice Chair Bash seconded the motion. Motion passes with 7 votes in favor.

Item 5 – District 6 – Consideration and action approving a Site Plan for Skycom Lot 5 at Skyway Business Park, generally located on the northwestern corner of Peoria Avenue and Dysart Road, subject to Conditions "A" through "E."

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

The Commission discussed the following:

- Consistent with PAD

Commissioner Rosenbaum made a motion to approve a Site Plan for Skycom Lot 5, at Skyway Business Park, generally located on the northwestern corner of Peoria Avenue and Dysart Road, subject to conditions 'A' through 'E' as stated in the Staff Report. Commissioner Smith seconded the motion. Motion passes 7 votes in favor.

Item 6 – District 6 – Consideration and action approving a Site Plan for Skycom Lot 10 at Skyway Business Park, generally located on the northwestern corner of Peoria Avenue and Dysart Road, subject to Conditions “A” through “E.”

Hobart Wingard, planner, presented item 6 to the Commission.

The Commission had no comments or questions.

Commissioner Cultum made a motion to approve a Site Plan for Skycom Lot 10, at Skyway Business Park, generally located on the northwestern corner of Peoria Avenue and Dysart Road, subject to conditions ‘A’ through ‘E’ as stated in the Staff Report. Vice Chair Bash seconded the motion. Motion passes 7 votes in favor.

Item 7 – District 5 – Consideration and action on an application for a major amendment to the Surprise Town Center Comprehensive Sign Program; case number FS16-387.

Eric Fitzer, director, presented item 7 and 8 to the Commission simultaneously.

The Commission discussed item 7 and 8:

- View of the White Tanks
- Staff recommendations
- Sign height and functionality
- Public comments
- Electronic messaging modes
- Retailer concerns

Vice Chair Bash moved to recommend denial to the Mayor and City Council on an application for a Major Amendment to the Surprise Town Center Comprehensive Sign Program. Commissioner Norberg seconded the motion. Motion passes 6 votes in favor, 1 against (Commissioner Cultum).

Item 8 – District 5 – Consideration and action on an application for a major amendment to the Surprise Marketplace Comprehensive Sign Program; case number FS16-388.

Eric Fitzer, director, presented item 7 and 8 to the Commission simultaneously.

The Commission discussed item 8 during item 7.

Vice Chair Bash moved to recommend denial to the Mayor and City Council on an application for a Major Amendment to the Surprise Marketplace Comprehensive Sign Program. Commissioner Smith seconded the motion. Motion passes 6 votes in favor, 1 against (Commissioner Cultum).

OTHER BUSINESS:

Item 9 – INTERNAL - Discussion pertaining to future agenda items.

Commissioner Cultum shared this would be his last meeting with the Planning and Zoning Commission. His interests have led him to other leadership endeavors. Commissioner Cultum appreciates and is thankful for the opportunities that allowed him to serve the community.

Commissioner Smith congratulated Chair Keating on being elected chair.

ADJOURNMENT:

Hearing no further business, Chair Keating adjourned the Planning and Zoning Commission meeting at 6:54 p.m.

Eric Fitzer
Community Development Director

Matthew Keating
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:
