



CITY OF SURPRISE
Planning and Zoning Commission Agenda
16000 N. Civic Center Plaza
Surprise, AZ 85374

Thursday, August 2, 2018 @ 6:00 PM
 COUNCIL CHAMBERS

🖨️ + Back 🖨️ Print

CALL TO ORDER.

- A. Roll Call
- B. Pledge of Allegiance
- C. Current Events and Reports – Pursuant to A.R.S. §38-431.02(k) the chief administrator, presiding officer or a member of a public body may present a brief summary of current events without listing in the agenda the specific matters to be summarized, provided that 1) The summary is listed on the agenda; and 2) The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.
- D. Staff Reports

Planning and Zoning Commission Agenda:

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

- E. Approval of items on the Consent Agenda – all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the Board\Commission. There will be no separate discussion on these items unless a board member or commissioner requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

CONSENT AGENDA:

- | | |
|---|---|
| *#1 District Internal <u>Consideration and action to review and approve or deny the July 19, 2018 Planning and Zoning Commission Minutes.</u> | None
Lorraine
Nevarez -
Community
Development |
|---|---|

REGULAR AGENDA ITEM - PUBLIC HEARING:

			STAFF RECOMMENDATION/
ITEM #	DISTRICT #	ITEM DESCRIPTION	PRESENTED BY
#2	District 6	<u>Consideration and action on the Conditional Use Permit to allow for a new Quick Quack Car Wash in a portion of Parcel 2 of the Surprise Pointe PAD generally located south of Waddell Road and east of Litchfield Road.</u>	Approve Shirley Phan - Community Development
#3	District 1	<u>Consideration and action on a Preliminary Plat to allow for the development of a single-family residential subdivision in parcel L6 of the Desert Oasis at Surprise PAD located on the northwest corner of Jomax Road and 173rd Avenue.</u>	Approve Sergio Angulo - Community Development
#4	District 2	<u>Consideration and action regarding a Zone Change from Planned Area Development (PAD), Residential Ranch (RR), and Community Commercial (CC) to Residential High (RH-15) with a PUD Overlay.</u>	Approve Robert H. Kuhfuss - Community Development
#5	District Citywide	<u>Consideration and action on an amendment to the Consolidated Plan 2015-19 Priorities.</u>	Approve Seth Dyson, HSCV, Director
#6	District Citywide	<u>Consideration and action pertaining to an amendment of funding priorities for the Community Development Block Grant Program Fourth Year Annual Action Plan for Year 2018-2019.</u>	Approve Seth Dyson, HSCV Director
#7	District Citywide	<u>Consideration and action on the Neighborhood Stabilization Program 1 Substantial Amendment.</u>	Approve Seth Dyson, HSCV Director
#8	District Citywide	<u>Consideration and action on the Neighborhood Stabilization Program 3 Substantial Amendment.</u>	Approve SethDyson, HSCV Director
OTHER BUSINESS:			
#9	District Internal	<u>Discussion regarding direction pertaining to future agenda items.</u>	No Action Eric Fitzer - Community Development

EXECUTIVE SESSION:

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: July 27, 2018 at 1:50 PM

For information purposes: Upon a public majority vote of a quorum of the Commission, the

Commission may hold an executive session, which will not be open to the public, but for only the following purposes

- discussion or consideration of records exempt by law from public inspection (A.R.S. §38-401.03 (A)(2)); or
- discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03 (A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03 (A)(3).

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

Back Print

Board Meeting Date:	August 2, 2018	Contact Person:	Lorraine Nevarez - Community Development
Submitting Department:	CD Boards and Commissions	District:	Internal
Staff Recommendations:	None		

Consent	x	Regular	Public Hearing	Report/Discussion
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Agenda Wording:

Consideration and action to review and approve or deny the July 19, 2018 Planning and Zoning Commission Minutes.

Motion:

I move to approve/deny the July 19, 2018 Planning and Zoning Commission Minutes.

Background:

Financial Impact Statement:

No Financial Impact

ATTACHMENTS:

Click to download

☐ [Minutes - July 19, 2018](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

**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: _____



CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

Back Print

Board Meeting Date:	August 2, 2018	Contact Person:	Shirley Phan - Community Development
Submitting Department:	CD Boards and Commissions	District:	6
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
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Agenda Wording:

Consideration and action on the Conditional Use Permit to allow for a new Quick Quack Car Wash in a portion of Parcel 2 of the Surprise Pointe PAD generally located south of Waddell Road and east of Litchfield Road.

Motion:

I move to approve/deny the Conditional Use Permit to allow for a new Quick Quack Car Wash in a portion of Parcel 2 of the Surprise Pointe PAD generally located south of Waddell Road and east of Litchfield Road

Background:

On February 16, 2018 Identity Mutual submitted a request for a Conditional Use Permit to allow for a new Quick Quack Car Wash in a portion of Parcel 2 of the Surprise Pointe PAD generally located south of Waddell Road and east of Litchfield Road.

Financial Impact Statement:

All activity related to ongoing development of the City of Surprise has an economic and fiscal impact on the city and the region.

ATTACHMENTS:

Click to download

- ☐ [00 - FS18-099 Quick Quack Car Wash - Staff Report](#)
- ☐ [01 - FS18-099 Quick Quack Car Wash - Vicinity Map](#)
- ☐ [02 - FS18-099 Quick Quack Car Wash - Site Plan](#)
- ☐ [03 - FS18-099 Quick Quack Car Wash - Landscape Plan](#)
- ☐ [04 - FS18-099 Quick Quack Car Wash - Colored Elevation](#)
- ☐ [05 - FS18-099 Quick Quack Car Wash - Citizen Participation Report](#)

- ☐ [06 - FS18-099 Quick Quack Car Wash - Luke AFB Comments](#)
- ☐ [07 - FS18-099 Quick Quack Car Wash - MWD Comments](#)
- ☐ [08 - FS18-099 Quick Quack Car Wash - ADOT Comments](#)
- ☐ [09 - FS18-099 Quick Quack Car Wash - Noise Impact](#)
- ☐ [10 - FS18-099 Quick Quack Car Wash - Presentation](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

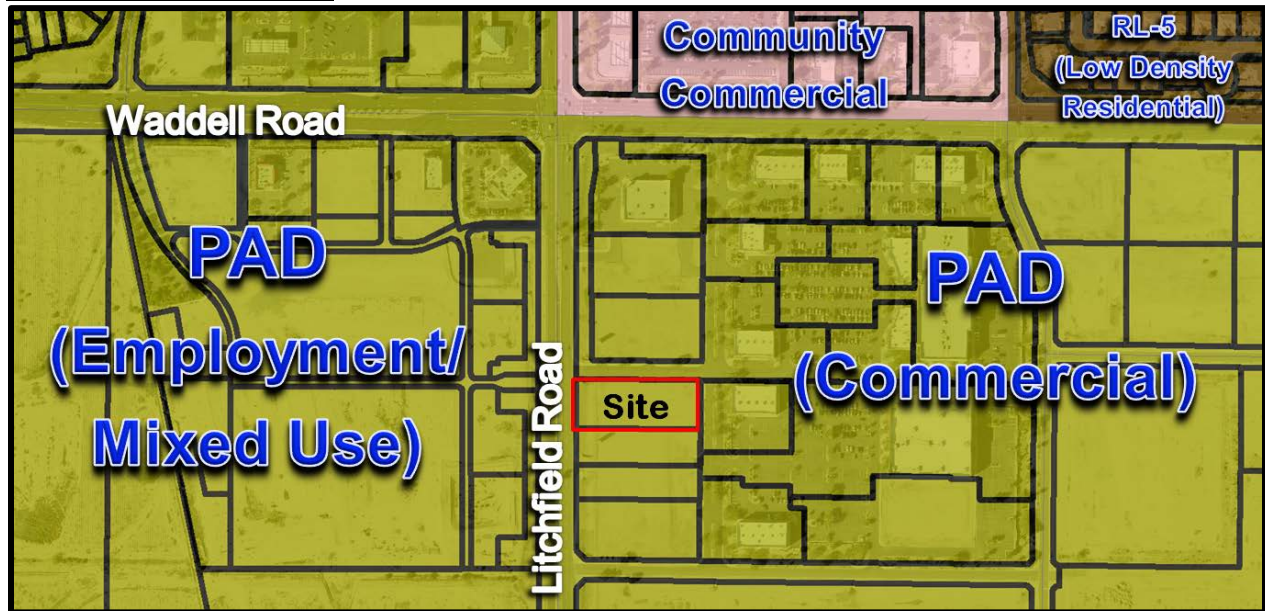
Shirley Phan, Planner

Conditional Use Permit

REPORT TO THE PLANNING AND ZONING COMMISSION

1	Case:	FS18-099
2		
3	Project Name:	Quick Quack Car Wash
4		
5	Council District:	6- Palo Verde
6		
7	Meeting Date:	August 2, 2018
8		
9	Planner:	Shirley Phan
10		
11		
12	Owner:	Surprise SE LLC
13		
14	Applicant:	Identity Mutual LLC
15		
16	Request:	Conditional Use Permit for a Quick Quack Car Wash Facility.
17		
18	Site Location:	Generally southeast of the intersection of Waddell and Litchfield Roads.
19		
20		
21	Site Size:	1.19 acres (approx.)
22		
23	General Plan Conformance:	The proposal is consistent with the Surprise General Plan 2035.
24		
25	Support/Opposition:	Residents from the vicinity attended the Citizen Review Meeting on March 21, 2018. The residents that attended were in general support of the facility.
26		
27		
28		
29	Staff Recommendation:	Staff recommends the Commission move to approve case FS18-099, subject to stipulations 'A' through 'C'.
30		

Surrounding Land Zoning:



PAD (Employee/Mixed Use)	PAD (Commercial)	PAD (Commercial)
PAD (Employee/Mixed Use)	PAD (Commercial)	PAD (Commercial)
PAD (Employee/Mixed Use)	PAD (Commercial)	PAD (Commercial)

History:

September 29, 2005: The subject parcel was annexed into the City under Ordinance 05-42.

February 23, 2006: The Mayor and City Council approved the Surprise Pointe PAD (Planned Area Development) under case PAD05-282.

November 9, 2017: Staff met with the applicant to discuss the project during a regularly scheduled Concept Review meeting under CR17-537 Quick Quack Car Wash.

February 16, 2018: The applicant filed a request for a Conditional Use Permit for a new Quick Quack Car Wash under case FS18-099 Quick Quack Car Wash.

March 21, 2018: The applicant held a neighborhood outreach meeting to discuss the project.

Citizen Outreach: As mentioned above, the applicant held a Citizen Review Meeting on March 21, 2018 in the Marley Park Elementary School located at 15042 W. Sweetwater Avenue. Residents from the vicinity attended to ask questions about the project and voice their concerns. Overall, the majority of the attendees were in support given the range of uses that are permitted on the site.

August 2, 2018 P&Z

Case: FS18-099

Page 2 of 6

Project Description:

Identity Mutual on behalf of Quick Quack Car Wash, requests approval of a Conditional Use Permit to allow for a new car wash facility in a portion of Parcel 2 of the Surprise Pointe PAD generally located southeast of the intersection of Waddell and Litchfield Roads. The subject site is zoned PAD and has a land use designation of Community Commercial C-2. The proposed facility will provide self-vacuum stations and a car wash tunnel where customers will drive their own vehicles.

The Surprise Pointe PAD references the C-2 uses listed under Title 17 for Principally Permitted uses and Conditionally Permitted uses. Title 17 lists "Automobile washing establishments" as Conditionally Permitted in C-2 zoning districts, but requires an analysis of any proposed Conditionally Permitted use to be based on the use specific standards listed under section 17.28.080.C.2. of Title 17. These standards include the following:

1. Site improvements such as buildings or structures (permanent or temporary) shall be separated from any residential zone by at least fifty feet. Parking areas shall be separated from any residential zone by at least fifteen feet.
2. The total site area shall not be less than twelve thousand square feet.
3. Pump islands shall be set back not less than twenty-five feet from any street right-of-way line, not less than forty feet from any nonstreet property line and not less than seventy-five feet from any residential zone boundary.
4. Interior curbs of not less than six inches in height shall be constructed to separate driving surfaces from sidewalks, landscaped areas and street rights-of-way.
5. Sufficient off-street area to provide space for not less than ten automobiles waiting to be washed or three waiting spaces per washing stall, whichever is greater, shall be provided. A space twenty feet by nine feet shall be deemed adequate for each such required space.
6. All washwater disposal facilities including sludge, grit removal and disposal equipment shall be subject to the approval of the city engineer, and shall conform with all city ordinances regarding sewage and health and shall be designed so as not to detrimentally affect the city sewer system.

This CUP application has been reviewed against the standards listed above. Staff finds that this CUP application conforms to the requirements set under Title 17.

In addition to the requirements set in Title 17, staff also requested a noise impact study which the applicant provided. This noise study takes into consideration the anticipated noise levels at the various adjacent properties. The study shows the noise levels at 65-70 decibels which is equivalent to the noise created by a normal human conversation.

The site is to be accessed through an existing shared driveway north of the property; this driveway connects to an existing driveway north of the property which has direct access to and from Litchfield Road to the west. The applicant proposes two (2) pay stations that merge into

one (1) lane to enter the car wash tunnel. The pay stations are proposed to be located along the south of the property and the queuing lane continues east-bound then west to enter the car wash tunnel. Prior to the entrance of the car wash tunnel the applicant proposes a by-pass lane to help customers exit if they ever need to. The vehicles will exit car wash tunnel to the west and continue north.

The site proposes pedestrian access through the site by providing a pedestrian pathway that connects to the existing sidewalk along Litchfield Road.

The site proposes 18 parking spaces which are proposed to be located along the north side of the canopy and east side of the property. Two (2) of those spaces are proposed to be handicap-accessible and one (1) will be located directly under the canopy; and one (1) on the east side of the property for a staff. The proposed parking is in compliance with the SUDC parking requirements.

The applicant proposes 15 self-vacuum stations which will also function as parking for customers who for any reason need to access the business office. The applicant proposes to assign one (1) of the parking spaces/vacuum station as handicap-accessible. All proposed vacuum stations will be shaded by canopies. The refuse bin is proposed to be located on the northeast corner of the property and will be screened with landscape and a block wall that will be painted to match the colors of the building.

The proposed landscape meets the requirements of the Surprise Pointe PAD and the SUDC. On-site the applicant is proposing 39% of landscape coverage, which meets the minimum requirement. Additionally, a screening wall and landscaping along Litchfield Road will screen the drive through on the west side of the property. The proposed onsite landscape will match the landscape of the existing development in Surprise Pointe Retail Center. Refuse enclosures are proposed to be located on the east of the building and will be screened from the public view with a decorative CMU wall and landscaping.

The proposed building and wash tunnel makes up 3,979 sq. ft. of that space. The proposed building color and material palette is similar to the Filiberto's building located south of the subject site. The proposed exterior design will complement the existing architecture on the site.

The applicant also included a lighting photometric study with the application which meets the lighting requirements of the SUDC.

Reviewing Agencies:

In addition to the standard city internal reviewing departments, the Arizona Department of Transportation, Maricopa Water District, and Luke AFB were included in the routing of this request. None of the reviewing agencies indicated any concerns over the request.

138 **Summary:**

139
140 Staff believes the proposed Conditional Use Permit and Site Plan meet the requirements of the
141 Surprise Point PAD, SUDC, and the General Plan.
142

143 **Findings:**

- 144
- 145 • The proposed Conditional Use Permit and Site Plan are consistent with the Surprise General
 - 146 Plan 2035.
 - 147 • The proposed Conditional Use Permit and Site Plan meet the provisions of the West Point
 - 148 Towne Center PAD and the SUDC as applicable.
- 149

150 **Recommendation:**

151
152 Based on the findings noted above, staff recommends the Commission move to **approve** case **FS18-**
153 **099**, subject to stipulations 'A' - 'C' as outlined below:
154

155
156 A. All forthcoming civil comments, on file with Engineering Services of Public Works,
157 shall be addressed and civil documents approved by city staff prior to issuance of civil
158 construction permits.

159 A. Purple packet requirements have been sent in previous city comments, as of
160 6/11/18 no purple packet documents have been submitted to the City.

161 Prior to reclaimed service/meter installation of the following is required:

- 162 1. A copy of the Approval of Construction documents issued by Maricopa
- 163 County Environmental Services Department for the reclaimed meter
- 164 project FS18-039 and for this project.
- 165 2. A copy of the Type II General Permit Notice of Intent issued by the
- 166 Arizona Department of Environmental Quality must be submitted to the
- 167 City.
- 168 3. A Non-Potable Water Use Application must be completed, submitted
- 169 to the City and approved.
- 170 4. A Non-Potable Water Use Agreement must be signed by the
- 171 responsible party and submitted to the City for signature and
- 172 recordation.

173 B. This Conditional Use Permit is valid for one (1) year after approval by the Planning and
174 Zoning Commission. This Conditional Use Permit shall expire on the one (1) year
175 anniversary of approval, unless construction commences prior to that date.
176

177 C. Non-compliance with the stipulations of approval of this case will be treated as a
178 violation in accordance with the provisions of Article XIV of the Surprise Unified
179 Development Code.

180

181 However, should the Commission wish to recommend **denial** of the request, the Commission
182 should make its own findings and base its decision on those alternative findings.

183

184 **Attachments:**

185

186 01 Vicinity Map

187 02 Site Plan

188 03 Landscape Plan

189 04 Elevations

190 05 Luke AFB comments

191 06 Arizona Department of Transportation Comments

192 07 Maricopa Water District Comments

193 08 Citizen Participation Report

194 09 Noise Impact Study Map

VICINITY MAP





SURPRISE
ARIZONA

FS18-099

Quick Quack Car Wash Conditional Use Permit

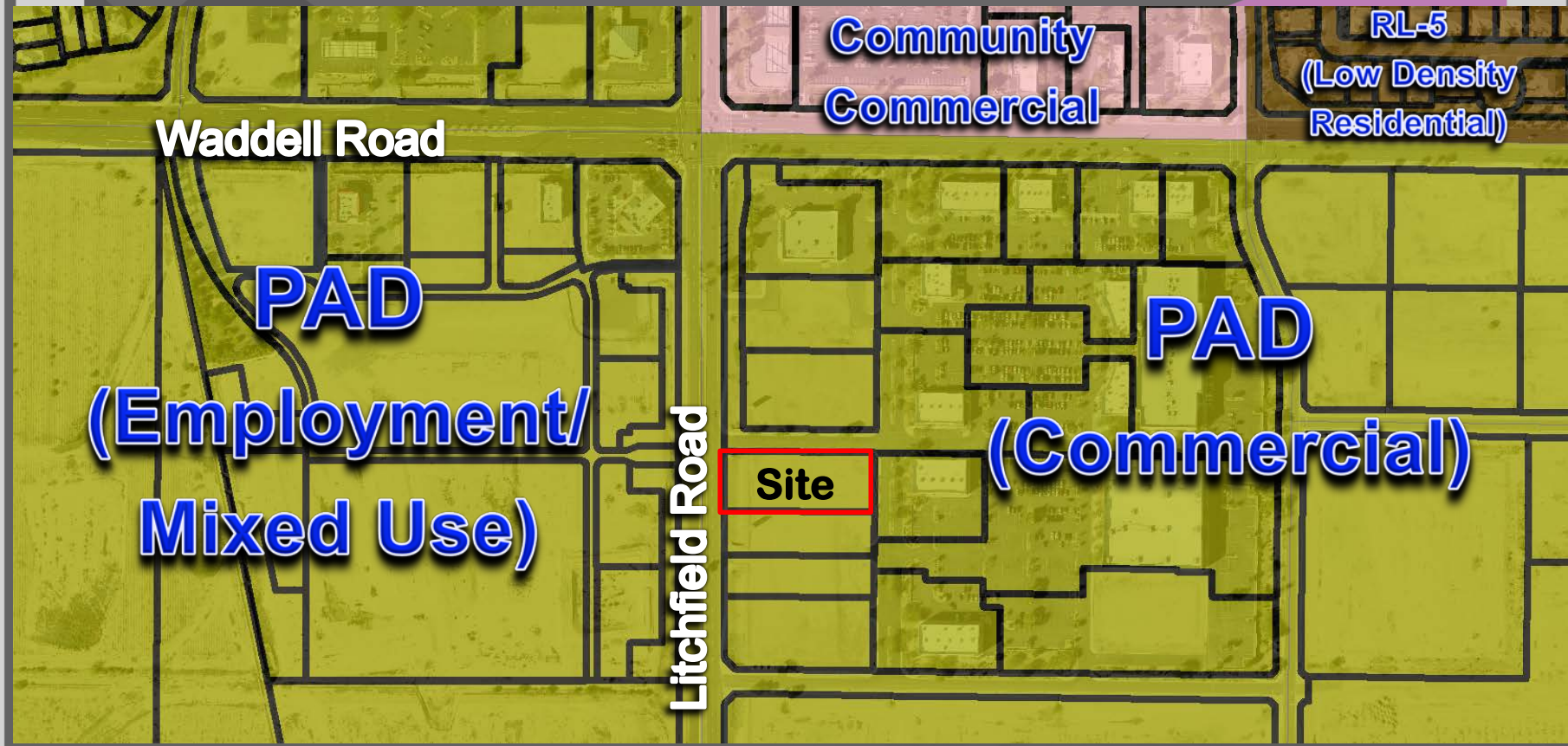
Planning & Zoning Commission

August 2, 2018

VICINITY MAP

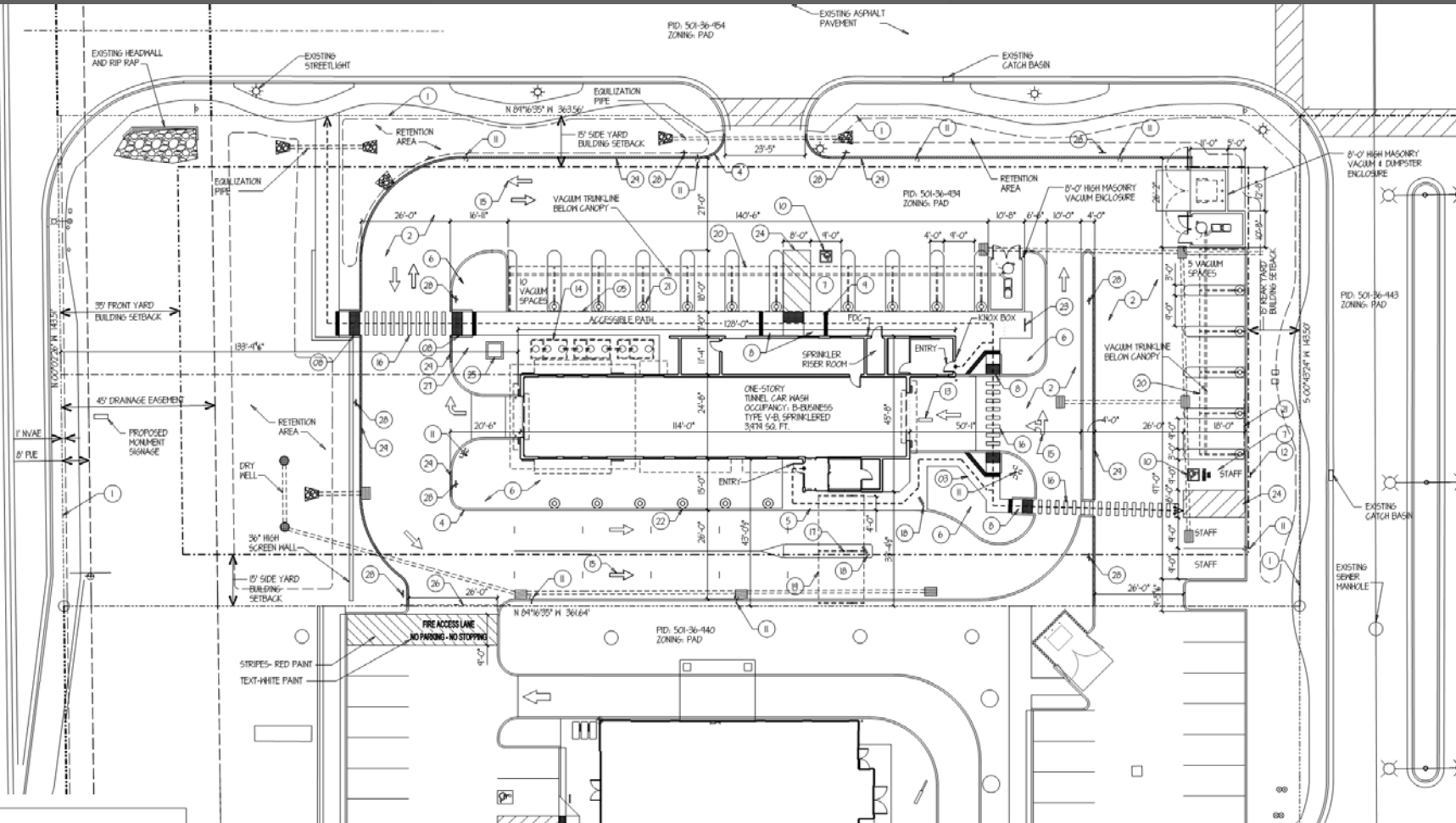


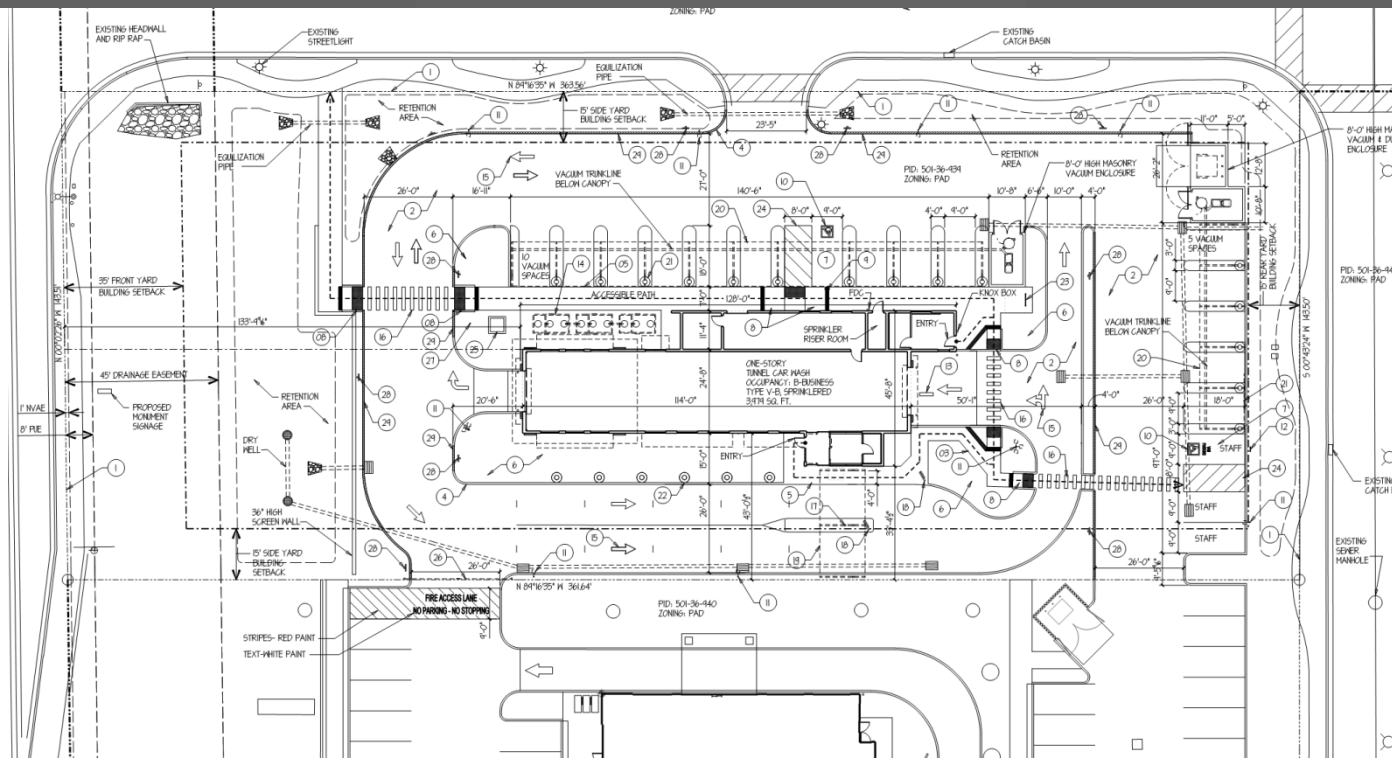
SURROUNDING ZONING





LITCHFIELD ROAD





Title 17 Use Requirements

- ✓ 1. Separated from any residential by 50'.
- ✓ 2. No less than 10 vehicles waiting.

LITCHFIELD ROAD

PAVEMENT MONUMENT SURFACE
PROPERTY LINE
R.O.A. (TYP)

8' P.U.E.

45'-0"
DRAINAGE
EASEMENT

15'-0" SIDE YARD
BUILDING SETBACK

33'-0"
FRONT YARD
BUILDING SETBACK

TRANSFORMER
FLAG POLE

NEW 15' HIGH LIGHT POLE
DECORATIVE SPHERE
(TYP.) - BY OWNER

PID: 501-56-140
ZONING: PAD

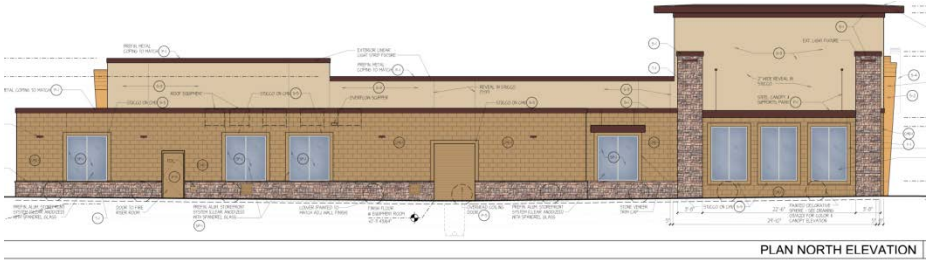
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ZONING: PAD

BIKE RACK

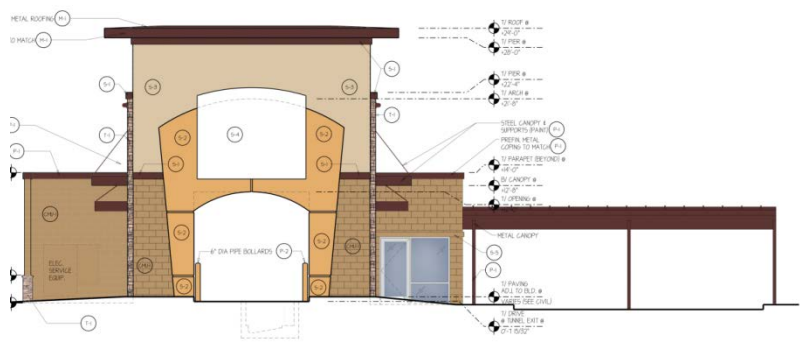
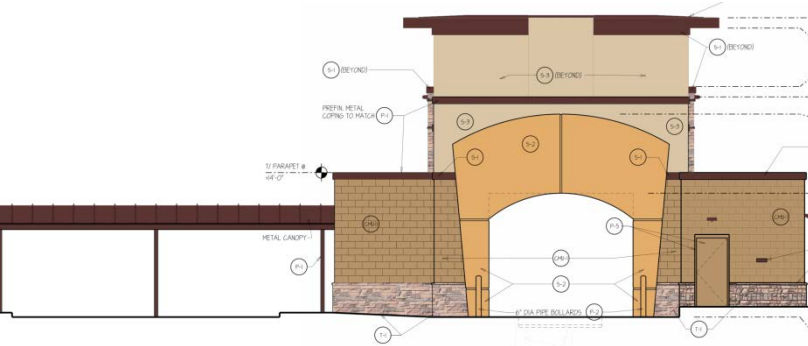
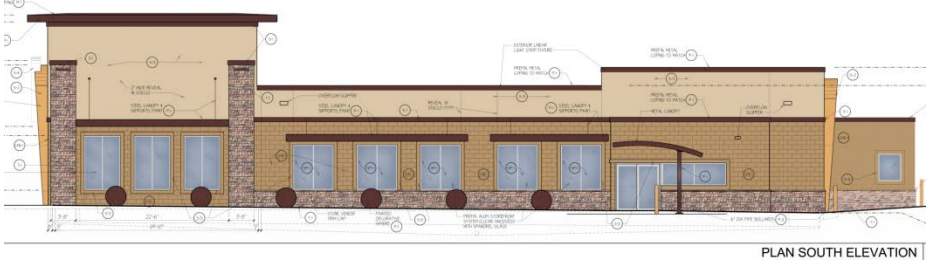
8'-0" HIGH MASONRY VACUUM
DUMPSTER ENCLOSURE

PID: 501-56-143

North Elevation



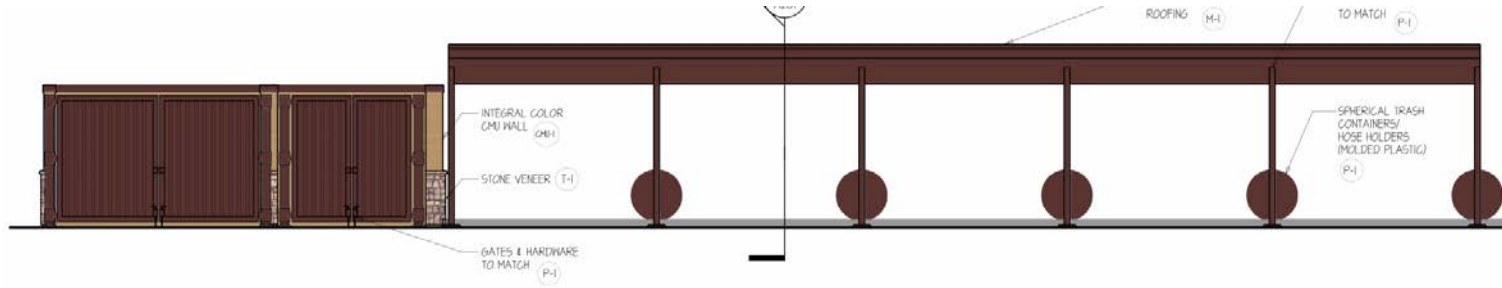
South Elevation



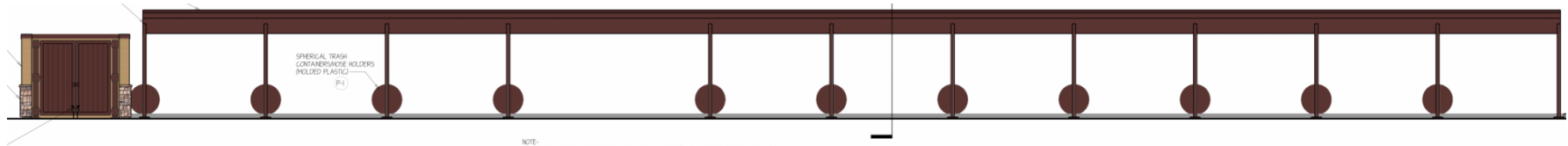
East Elevation

View from Litchfield

West Elevation



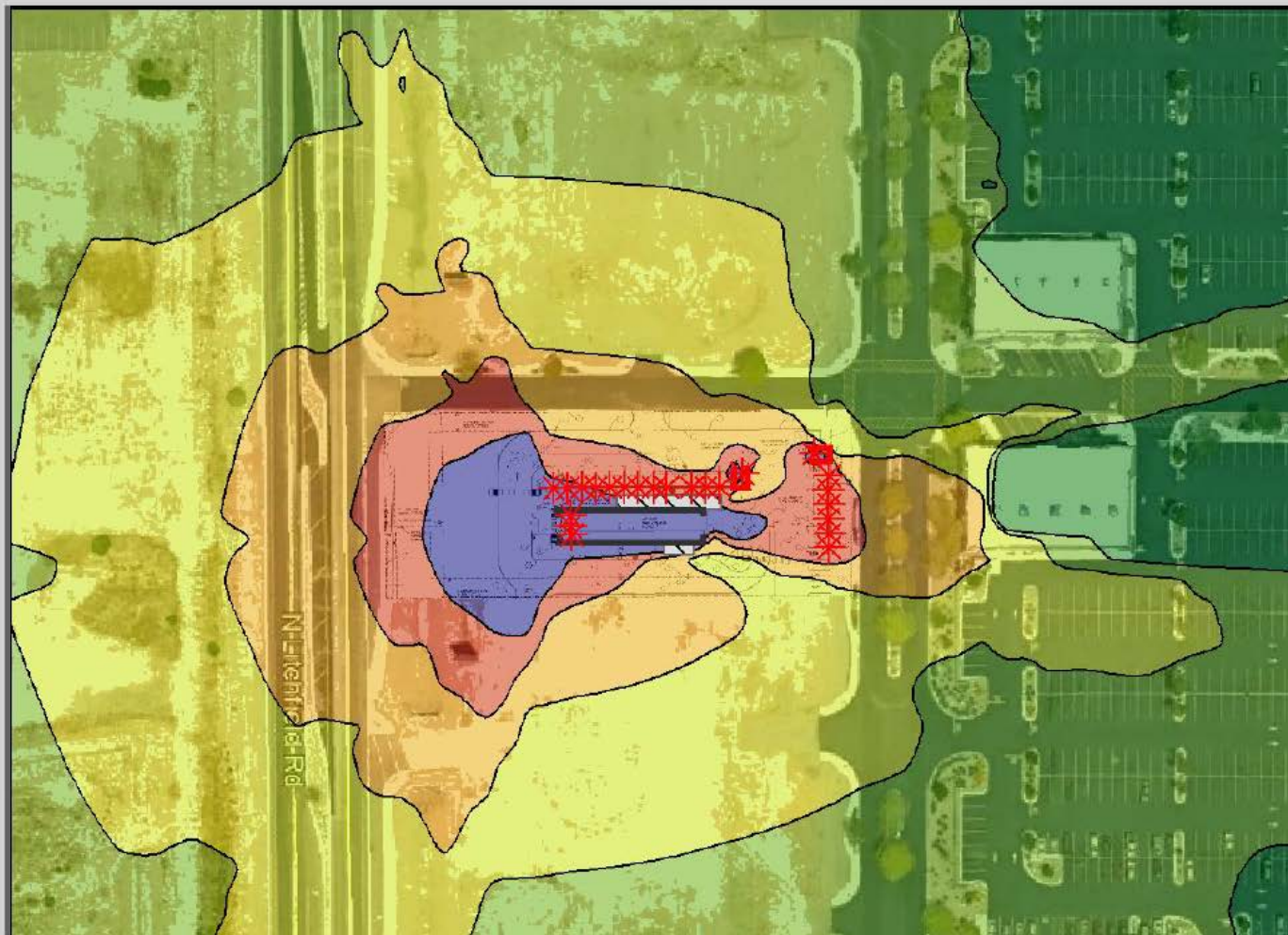
West Elevation



NOTE:
SPHERICAL TRASH CONTAINERS/VACUUM HOSE HOLDERS (TOMMY BALL) MANUFACTURED BY
TOMMY CAR WASH SYSTEMS OR APPROVED EQUAL.

East Elevation

Vacuum Canopy

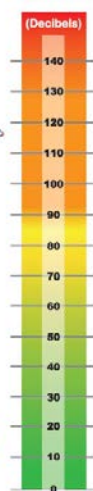


Common Indoor and Outdoor Noise Levels

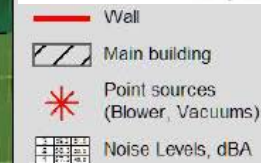
Common Outdoor Noises



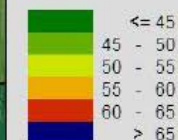
Sound Level



Common Indoor Noises



Levels in dB(A)





CITIZEN OUTREACH

Citizen Outreach Meeting

- March 21, 2018

Comments/Concerns

- A new car wash would be beneficial to the city.



STAFF RECOMMENDATION

Staff Recommendation:

- Approval subject to Stipulations 'A' through 'C'





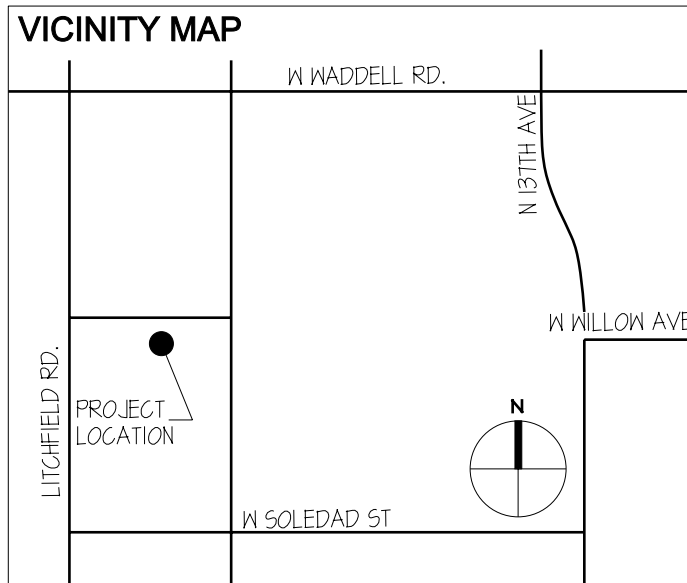
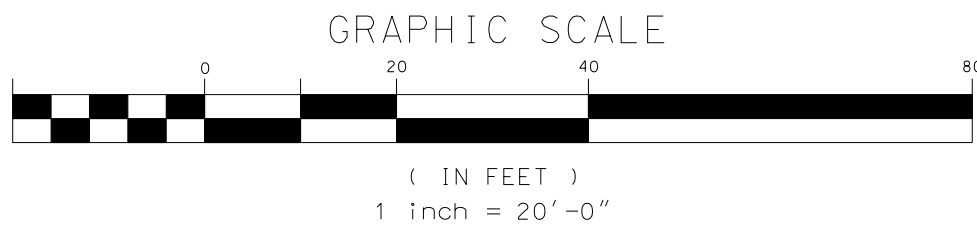
SURPRISE
ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You

GENERAL NOTES

- THE FIRE DEPARTMENT APPARATUS ROAD SHALL BE A TEMPORARY ALL WEATHER SURFACE (TAVS) AND COMPLY WITH THE FOLLOWING CRITERIA.
 - HAVE AN UNOBSTRUCTED WIDTH OF NOT LESS THAN 26 FEET WITH A VERTICAL CLEARANCE OF NOT LESS THAN 15 FEET
 - THIS ACCESS SURFACE SHALL BE ABC COMPACTED TO 90% AND CAPABLE OF SUPPORTING FIRE APPARATUS IN EXCESS OF 15000 POUNDS GROSS VEHICLE WEIGHT (GVW) UNDER ANY WEATHER CONDITION
 - THE TEMPORARY ALL WEATHER SURFACE (TAVS) SHALL BE CONTINUOUSLY MAINTAINED BY THE BUILDER DURING THE CONSTRUCTION PROCESS
 - MINIMUM TURNING RADIUS AASHTO 50-40
- FIRE APPARATUS SIGN SPECIFICATIONS:
 - THE SIGN SHALL READ "FIRE DEPARTMENT ACCESS" AND SHALL INCLUDE SITE ADDRESS
 - THE SIGN SHALL BE TWO SIDED 4' X 4' USING 3/4" GRADED PLYWOOD
 - THE SIGN SHALL HAVE A RED BACKGROUND WITH WHITE "FIRE DEPARTMENT ACCESS" IN 4" LETTERING
 - THE ADDRESS SHALL BE WHITE 2-1/2" HANDEL GOTHIC LETTERING
 - A SIGN SHALL BE INSTALLED AT EACH POINT OF ENTRY
 - A SIGN SHALL BE 6' ABOVE GRADE ON POSTS SET AT A MINIMUM OF 2' BELOW GRADE
- A MINIMUM OF ONE APPROVED FIRE HYDRANT ON SITE CAPABLE OF SUPPLYING THE REQUIRED FIRE FLOW SHALL BE WITHIN A 400' RADIUS OF ALL COMBUSTIBLES
- PERMANENT FIRE APPARATUS ACCESS-FIRE LANES:
 - A FIRE LANE CURB SHALL BE PAINTED RED WITH WHITE "NO PARKING FIRE LANE" LETTERING AND APPROPRIATE "NO PARKING" SIGNS POSTED EVERY 15' EXCEPT AT THE START OF A CURB WHICH WILL BE 15'
 - THE FIRE LANE SHALL BE 26' OF CLEARED WIDTH WITH 15' OF VERTICAL CLEAR HEIGHT
 - MINIMUM TURNING RADIUS SHALL BE AASHTO 50-40
- FIRE HYDRANTS
 - ONE FIRE HYDRANT IS REQUIRED FOR THE PROTECTION OF THE BUILDING
 - THE HYDRANT SHALL BE LOCATED ALONG THE FIRE APPARATUS ACCESS ROUTE
 - HYDRANT SHALL BE LOCATED OUTSIDE THE BUILDING 40' COLLAPSE ZONE
- THE FOLLOWING SHALL BE INSTALLED INSIDE THE FIRE EQUIPMENT ROOM:
 - A FIRE SPRINKLER ASSEMBLY
 - A FIRE ALARM CONTROL PANEL
 - FIRE ALARM MANUAL PULL STATION
 - DOCUMENTATION CABINET LABELED "SYSTEM RECORD DOCUMENTS"
 - THE EXTRA SPRINKLER HEAD BOX WITH WRENCH AND COPY OF NFPA 25

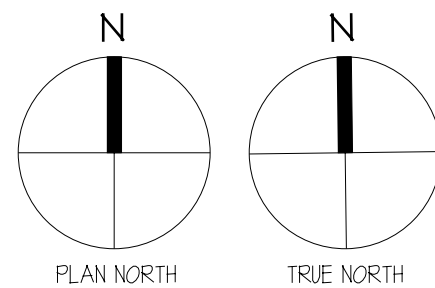
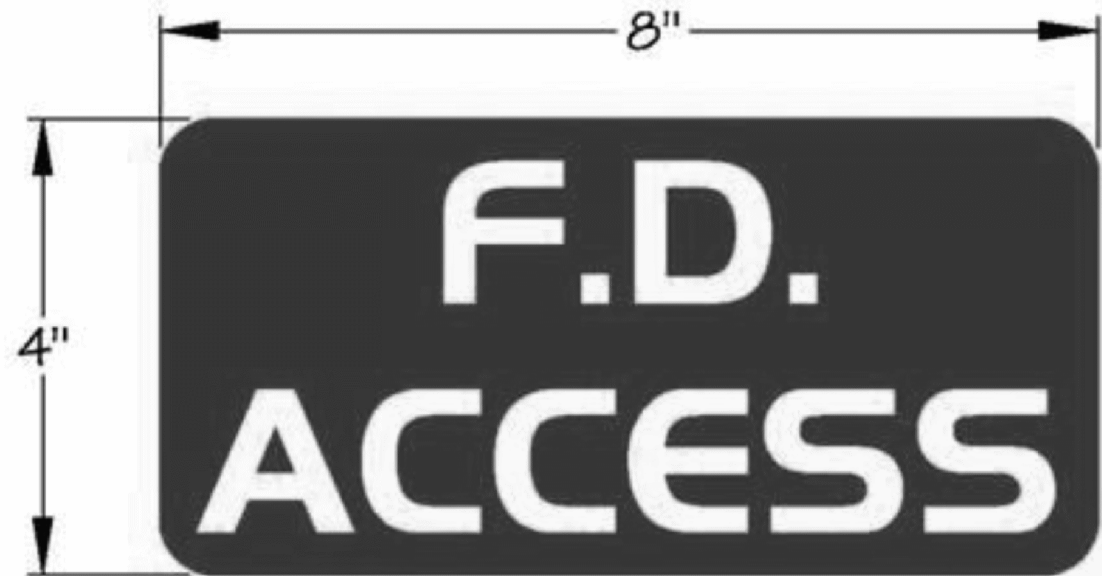
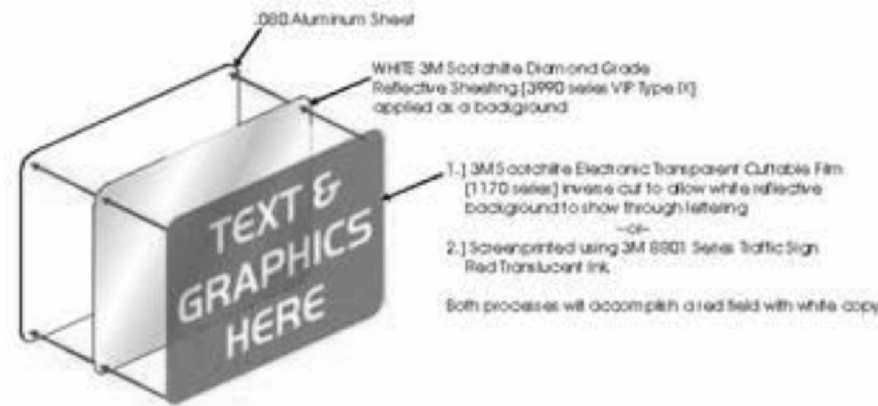
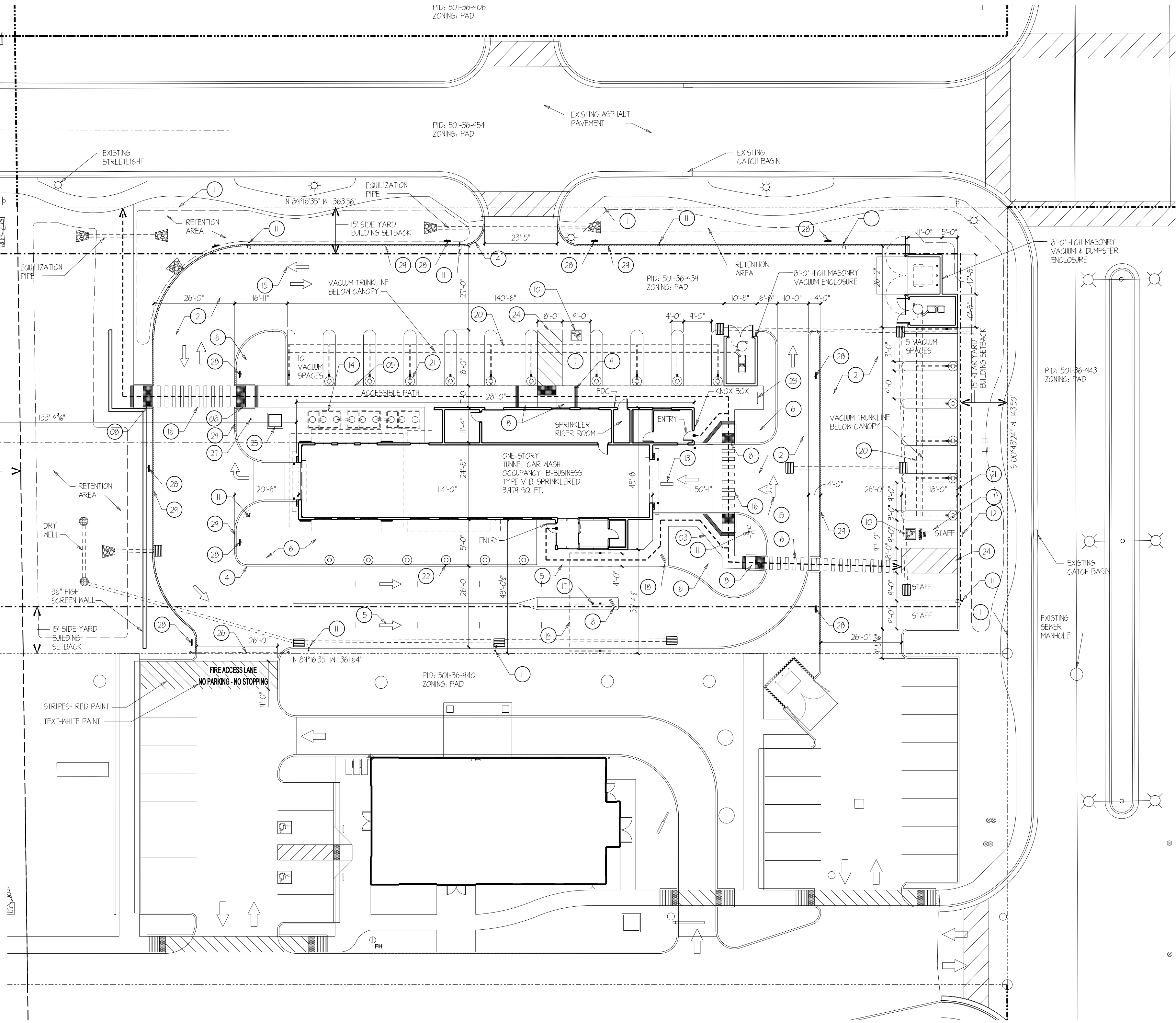


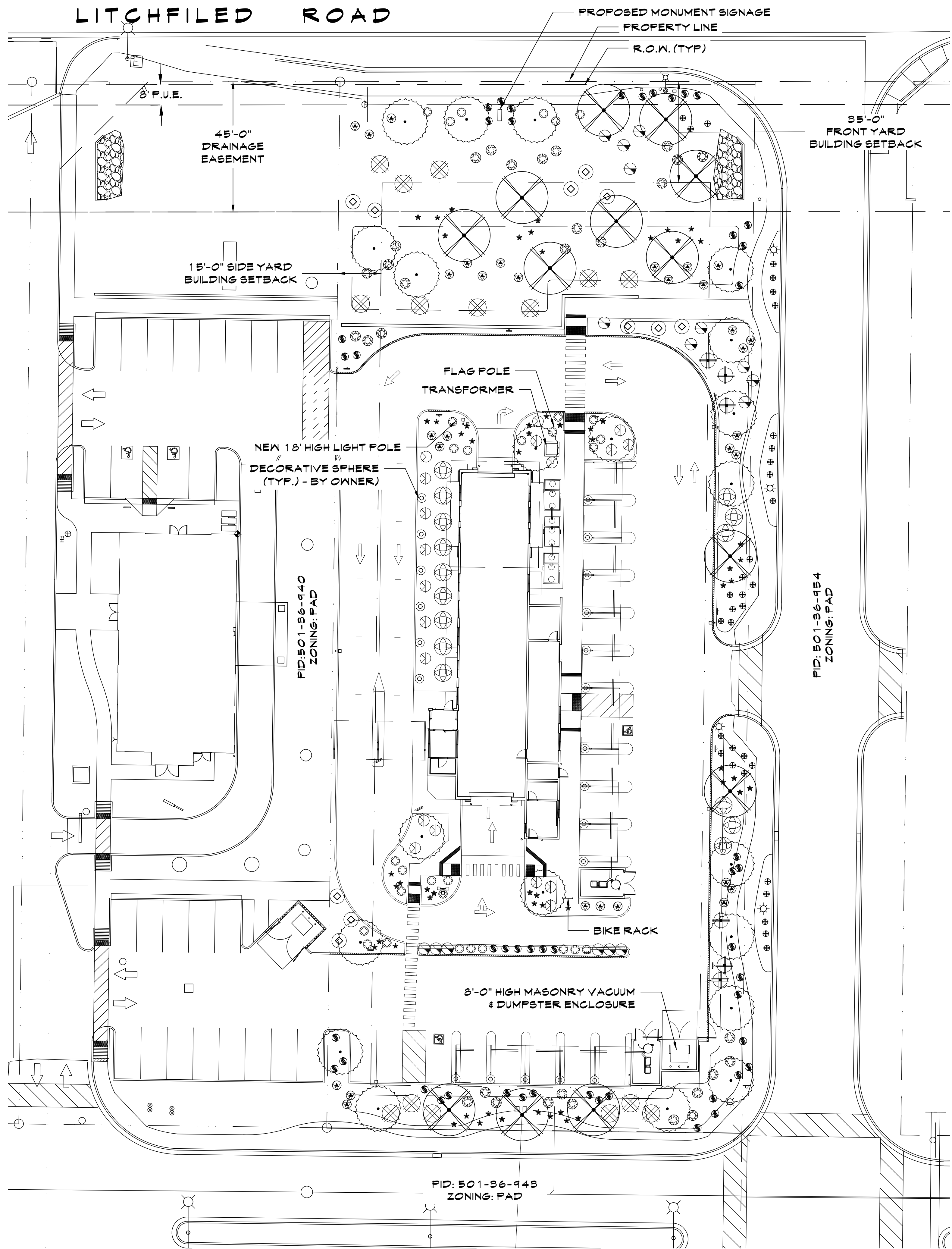
PROJECT DESCRIPTION

CONTACT / APPLICANT:	IDENTITY MUTUAL, LLC, AS AGENT FOR QUICK QUACK DEVELOPMENT, LLC 2880 E. NORTHERN AVENUE, SUITE A PHOENIX, AZ 85028 CONTACT: JOE WALTERS PHONE: (602) 415-6685, FAX: 602-661-6612, E-MAIL: jwalters@identitymutual.com		
ARCHITECT:	ADN ARCHITECTS, PA SIX COLISEUM CENTRE, 2815 COLISEUM CENTRE DRIVE CHARLOTTE, NC 28217 CONTACT: ROBERT J. LAUER, JR. / MANAGING PRINCIPAL PHONE: 704-379-1919, FAX: 374-1920, E-MAIL: rlauer@adnarchitects.com		
CIVIL ENGINEER:	R.B. WILLIAMS & ASSOCIATES, INC. 40 W. BASELINE RD., SUITE 110 TEMPE, AZ 85283 CONTACT: JEFF WILLIAMS PHONE: 480-424-2352, FAX: 480-424-2353, E-MAIL: jwilliams@rbwilliams.com		
PROPERTY OWNER:	SURPRISE SE LLC, 530 B STREET, SUITE 2050 SAN DIEGO, CA 92101		
PROJECT TITLE:	NEW FACILITY FOR QUICK QUACK CAR WASH		
ADDRESS:	13541 N LITCHFIELD RD, SURPRISE AZ 85379		
PID	501-36-439		
PROPOSED LAND USE	VEHICLE CAR WASH (BUSINESS)		
ZONING	EXISTING: PAD		
ACREAGE	GROSS: 54,926.78 SQ. FT. (1.316 ACRE) NET: 52,033.08 SQ. FT. (1.195 ACRE)		
LOT COVERAGE	66%		
TOTAL BUILDING AREA	3,819 SQUARE FEET (GROSS)		
TOTAL CANOPY AREA	ENTRY LANE CANOPY 421 SF VACUUM CANOPY A 784 SF VACUUM CANOPY B 1,799 SF TOTAL 3,004 SF		
BUILDING HEIGHT	24'-0"		
PARKING SPACES	REQUIRED: 1 PER 375 GFA (INCLUDING WASH TUNNELS, SERVICE AREAS) CAR WASH, FULL SERVICE (T. 9.1) 3,819 SF / 375 SF = 11 PARKING SPACES PROPOSED: 15 VACUUM PARKING SPACES (INCLUDING ONE ACCESSIBLE), 3 STAFF PARKING SPACES NOTE: (2) STAFF WORKING AT ALL TIMES, TUNNEL CAPACITY: 3 VEHICLES AT ANY POINT IN TIME		
BICYCLE PARKING	REQUIRED: (4) SPACES (T. 4-1) PROVIDED: (1) BIKE RACK (5 BICYCLE CAPACITY)		

SHEET NOTES

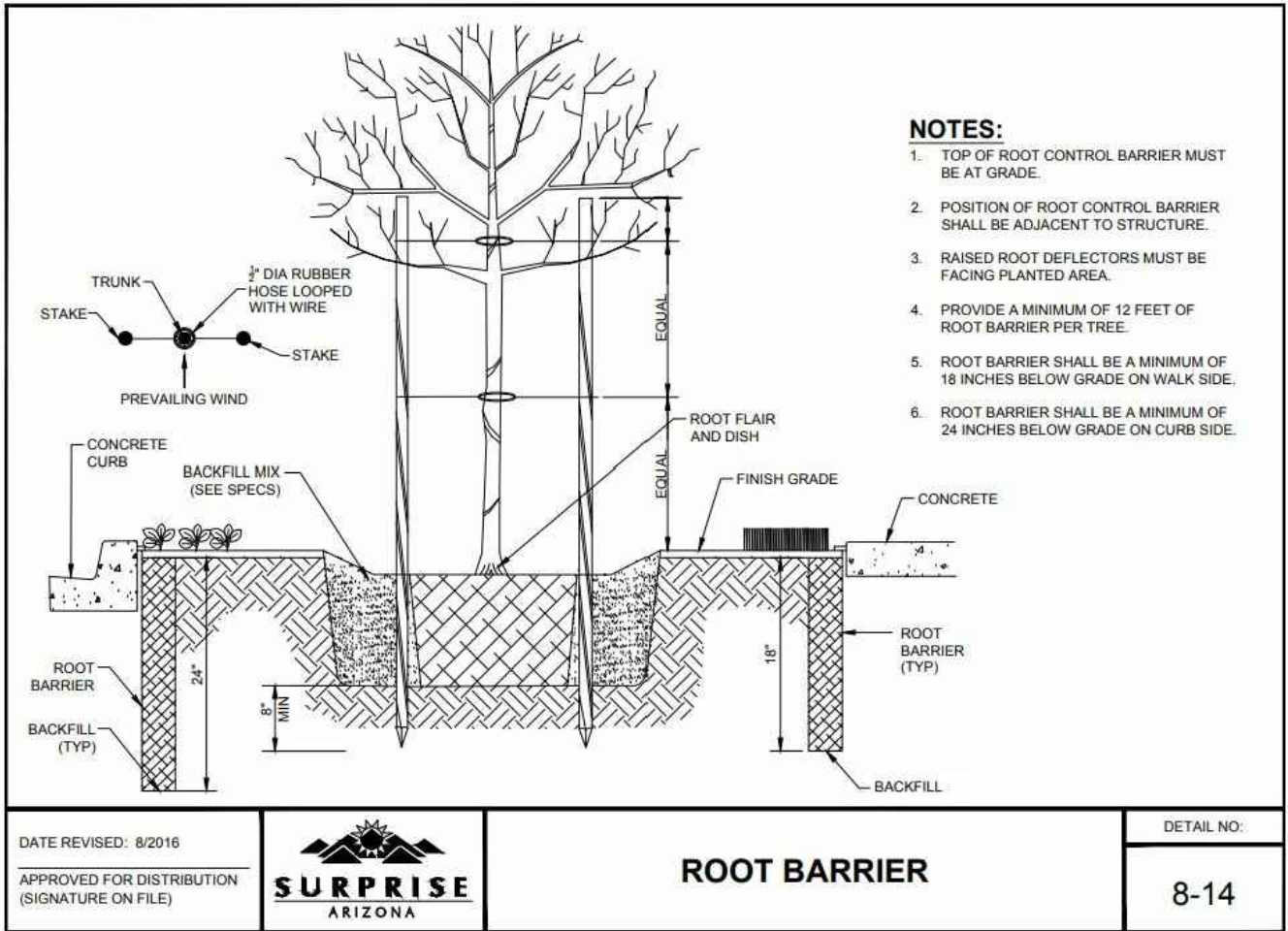
- PROPERTY LINE
- CONCRETE PAVING- SEE CIVIL DRAWINGS
- CONCRETE WALKWAY- SEE CIVIL DRAWINGS
- CONCRETE CURB- SEE CIVIL DRAWINGS
- CONCRETE WALKWAY WITH TURNDOWN CURB- SEE CIVIL DRAWINGS
- PLANTER AREA
- ACCESSIBLE STALL AND ACCESSIBLE AISLE
- ACCESSIBLE RAMP
- ACCESSIBLE PARKING SIGN
- ACCESSIBLE PARKING SPACE SURFACE IDENTIFICATION
- NEW 18'-0" HIGH LIGHT POLE
- VAN ACCESSIBLE PARKING SIGN- 60" MIN. ABOVE PAVED SURFACE. SEE CIVIL DRAWINGS
- 12" WIDE X 48" LONG STAMPED CONCRETE LEADING TO CORRELATOR
- UNDERGROUND RECYCLE WATER TANKS
- PROVIDE STAMPED CONCRETE LANE DIVIDERS AND DIRECTIONAL ARROWS AT ALL ENTRANCES
- STAMPED CONCRETE STRIPING
- PAINTED BOLLARD
- MENU BOARD (OWNER FURNISHED, OWNER INSTALLED)
- PAY STATION CANOPY
- VACUUM SHADE CANOPY
- TRASH / HOSE HOLDER (OWNER FURNISHED, CONTRACTOR INSTALLED)
- DECORATIVE SPHERE (OWNER FURNISHED, CONTRACTOR INSTALLED)
- BIKE RACK- (5) BICYCLE CAPACITY
- BLUE PAINT BORDER STRIPING
- TRANSFORMER- SEE ELECTRICAL DRAWINGS
- FIRE ACCESS ONLY (POSTS, CHAIN, 4' X 8" DOUBLE SIDED SIGN LOCATED AT MIDDLE OF CHAIN - "F.D. ACCESS"), AT LEAST ONE KNOX PADLOCK
- 30'-0" HIGH FLAG POLE
- NO PARKING SIGNAGE FOR FIRE LANE AT EVERY 15' EXCEPT AT START OF A CURB, WHICH WILL BE 15'
- CURBING PAINTED RED, 4" HIGH STENCILED WORDS "NO PARKING FIRE LANE" PAINTED WHITE EVERY 50'-0" ON FACE OF PAINTED CURBING



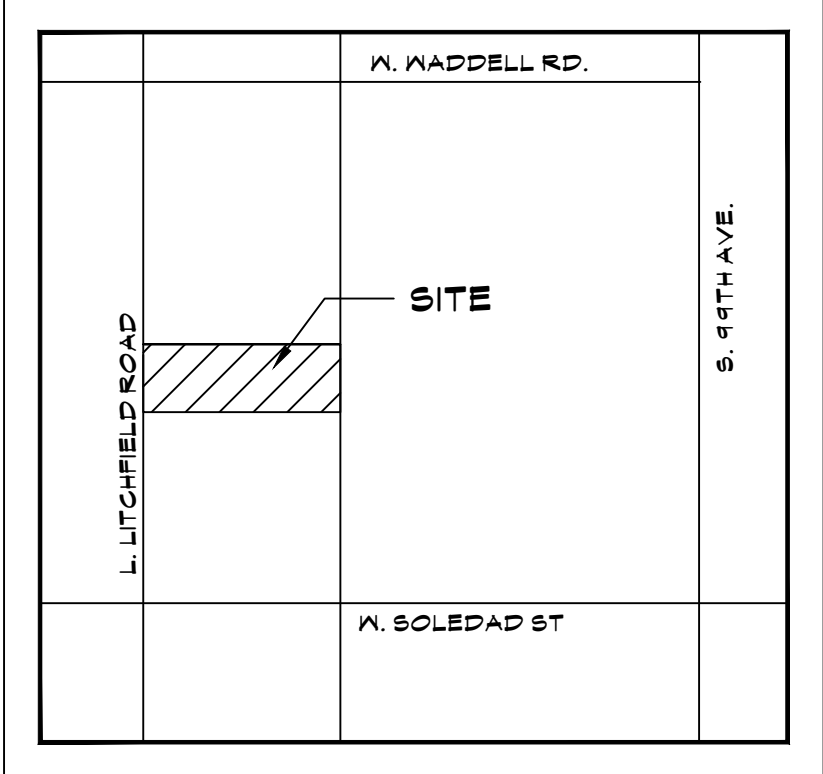


PLANT LEGEND

SYMBOL	BOTANICAL NAME - COMMON NAME	QTY.	SIZE	COMMENTS
TREES				
	ACACIA ANUERA/ MULGA TREE	21	24" BOX	STANDARD
	CERCIDIUM HYBRID/ 'DESERT MUSEUM' PALO VERDE	13	36" BOX	STANDARD
SHRUBS				
	CAESALPINIA MEXICANA MEXICAN BIRD OF PARADISE	15	5 GAL	CAN FILL
	DODONAEA VISCOSA HOPSEED BUSH	6	5 GAL	CAN FILL
	EREMOPHILA MACULATA 'VALENTINE' RED EMU BUSH	16	5 GAL	CAN FILL
	TECOMA X 'ORANGE JUBILEE' ORANGE BELLS	15	5 GAL	CAN FILL
	EREMOPHILA HYGROPHANA BLUE BELLS	30	5 GAL	CAN FILL
	LEUCOPHYLLUM LAEVIGATUM CHIHUAHUA SAGE	11	5 GAL	CAN FILL
	EREMOPHILA GLABRA SPP. - WINTER BLAZE	19	5 GAL	CAN FILL
ACCENTS				
	HESPERALOW PARVIFLORA RED YUCCA	31	5 GAL	CAN FILL
	ALOE 'BLUE ELF' BLUE ELF ALOE	60	5 GAL	CAN FILL
	DASYLIRION WHEELERI DESERT SPOON	31	5 GAL	CAN FILL
GROUND COVERS				
	LANTANA MONTEVIDENSIS 'GOLD MOUND' LANTANA	48	5 GAL	CAN FILL
	LANTANA SPP. WHITE LANTANA	33	5 GAL	CAN FILL
	DECOMPOSED GRANITE - 1/2" SCREENED 'EXPRESS BROWN', 2" DEPTH MIN.	20,355 SQ.FT		



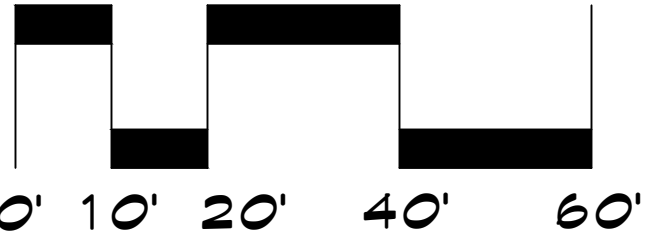
VICINITY MAP



SITE DATA

GROSS SITE AREA: 59,926.78 SQ FT
NET SITE AREA: 52,033.08 SQ FT
LANDSCAPE COVERAGE: 39 %

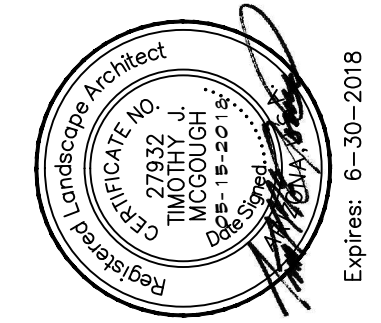
SCALE: 1"=20'-0"



OWNER
SUPRISE SE LLC
530 B STREET SUITE 2050
SAN DIEGO, CA 92101

LANDSCAPE ARCHITECT
THE MCGOUGH GROUP
11110 N. TATUM BLVD. #100
PHOENIX, AZ 85028
CONTACT: CHRISTINE SEIME
602-997-9093
cseime@mg-az.com

ARCHITECT
ADW ARCHITECTS, PA
SIX COLISEUM CENTRE, 2815
COLISEUM CENTRE DRIVE
CHARLOTTE, NC 28217
CONTACT: ROBERT LAUER, JR.
PHONE: 704-379-1919
blauereadwarchitects.com



PRELIMINARY PLANTING PLAN
QUICK QUACK CAR WASH
13541 N. LITCHFIELD RD.
SUPRISE, ARIZONA 85379

These drawings, as legal instruments of professional services are, and shall remain the property of the landscape architect.

These drawings shall not be used on other projects or for additions to this project except by written agreement from the landscape architect.

JOB NO. XX-XX
DATE: 05-15-18
DRAWN BY: JT, CS
CHECKED BY: TM

REVISIONS:

SHEET NO.
PL 1.0

EXTERIOR FINISH SCHEDULE		
LABEL	MATERIAL	COLOR / MANUFACTURER
CMU-1	GROUND FACE CMU	SUPERLITE / OLDCASTLE, "DESERT YELLOW" INTEGRAL COLOR GROUT BY ARGOS "MAGNOLIA BUFF"
S-1	STUCCO	MATCH SN 6034 "ARRESTING AUBURN"
S-2	STUCCO	MATCH SN 6034 "TORCHLIGHT"
S-3	STUCCO	MATCH SN 6120 "BELIEVABLE BUFF"
S-4	STUCCO	MATCH SN 1004 "SNOKEBOUND" (WHITE)
S-5	STUCCO	MATCH SN 6123 "BAGUETTE"
P-1	PAINT	SN 6034 "ARRESTING AUBURN"
P-2	PAINT	SN 6034 "TORCHLIGHT"
P-3	PAINT	SN 6120 "BELIEVABLE BUFF"
P-5	PAINT	SN 6123 "BAGUETTE"
T-1	THIN STONE VENEER	ELDORADO STONE, "MOUNTAIN LEDGE/BUCKSKIN"
M-1	STANDING SEAM ROOFING	MATCH FIRESTONE "BRANDYWINE"

NOTE: PROVIDE SEALER TO INTEGRAL COLOR CMU - HYDROZO CLEAR DOUBLE 1 VOC

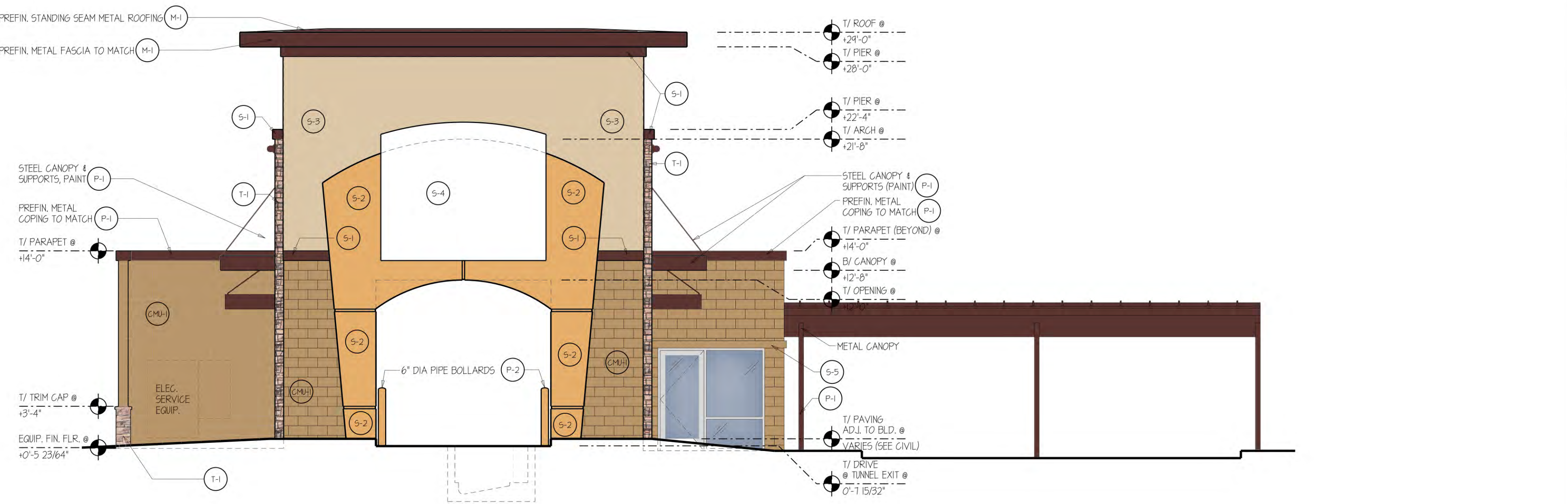
NOTE: CONTACT MORONI MEJIA
(823-435-0992) OR moroni.mejia@oldcastle.com
FOR NATIONAL ACCOUNT PRICING

NOTE: CONTRACTOR TO SUBMIT GROUT SAMPLES FOR ARCHITECT'S SELECTION
IF ALTERNATE BLOCK IS USED

NOTE: PREFINISHED METAL ROOFING BASIS OF DESIGN: FIRESTONE "BRANDYWINE"
UNA-CLAD UC3 - LOCK SEAM STYLE, 1 1/2" RIB
RADIUS & STRAIGHT DRIP EDGES
FLAT HEAD SELF TAPPING SCREWS (NO HEX HEADS)

NOTE: ALL PAINTED METAL FINISHES TO MATCH SN "ARRESTING AUBURN" AS SCHEDULED

NOTE: ALL SIGNAGE TO BE REVIEWED AND APPROVED UNDER SEPERATE SIGN PERMIT
AND MUST COMPLY WITH SURPRISE MUNICIPAL CODE SECTION 113

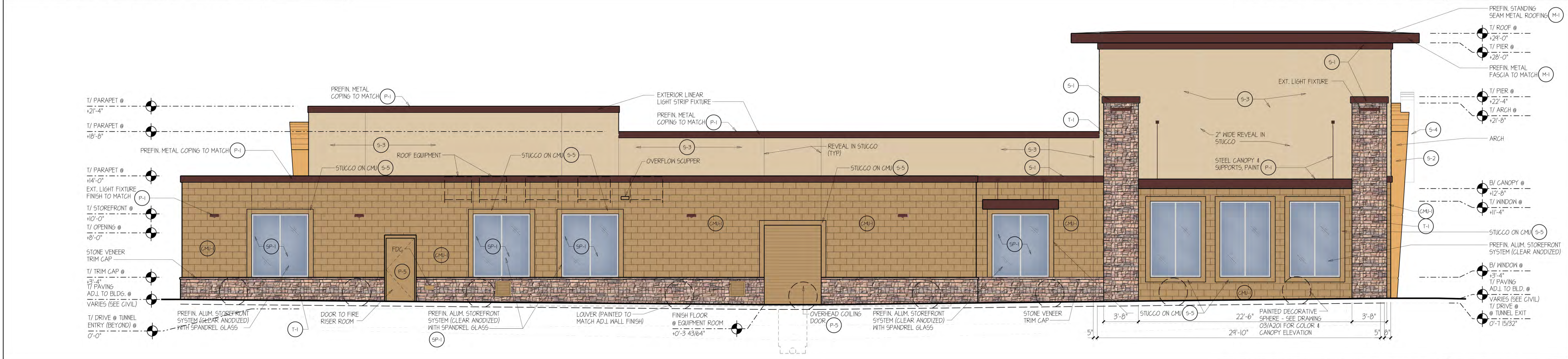


EXT. FINISH SCHEDULE

SCALE: 04

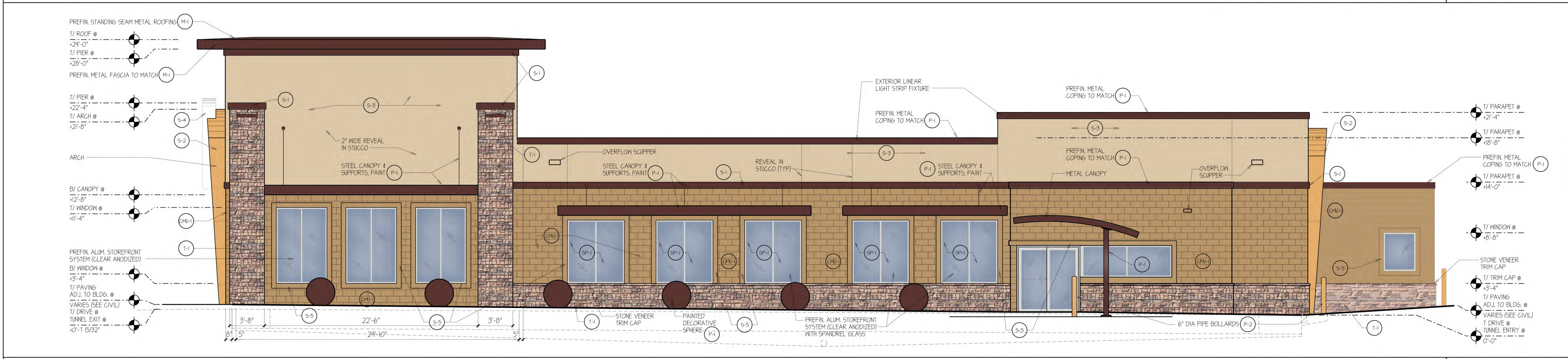
PLAN WEST ELEVATION

SCALE: 3/16" = 1'-0" 03



PLAN NORTH ELEVATION

SCALE: 3/16" = 1'-0" 02



PLAN SOUTH ELEVATION

SCALE: 3/16" = 1'-0" 01

adwarchitects

environments or life

architecture planning interiors

six coliseum centre
2815 coliseum centre drive, suite 500
charlotte, north carolina 28217
t) 704 379 1919
f) 704 379 1920
www.adwarchitects.com

NEW FACILITY FOR

Quick
Quack
Car Wash

13541
N. LITCHFIELD RD.
SUPRISE, AZ 85379
APN 501-36-939

9-024

EXTERIOR
ELEVATIONS

DATE 04.19.2018

PROJECT NO 17053

REVISIONS

NO DATE DESCRIPTION:

THIS DRAWING IS THE PROPERTY OF ADW ARCHITECTS, P.A. AND SHALL NOT BE REPRODUCED OR COPIED IN WHOLE OR IN PART. IT SHALL NOT BE USED ON ANY OTHER PROJECT OR GIVEN TO ANY OTHER COMPANY OR AGENCY WITHOUT THE CONSENT OF ADW ARCHITECTS, P.A.

SEAL

A200

SHEET NUMBER

NOTE: PROVIDE SEALER TO INTEGRAL COLOR CMU - HYDROZO CLEAR DOUBLE T VOC

NOTE: CONTACT MORONI MEJIA
(823-435-0912) OR moronimejia@boldcastle.com
FOR NATIONAL ACCOUNT PRICING

NOTE: CONTRACTOR TO SUBMIT GROUT SAMPLES FOR ARCHITECT'S SELECTION
IF ALTERNATE BLOCK IS USED

NOTE: PREFINISHED METAL ROOFING BASIS OF DESIGN: FIRESTONE "BRANDYHINE"
AURA-GLAD UC3 - LOCK SEAM STYLE, 1 1/2" RIB
RADIUS & STRAIGHT DROP EDGES
FLAT HEAD SELF TAPPING SCREWS (NO HEX HEADS)

NOTE: ALL PAINTED METAL FINISHES TO MATCH SN/ARRESTING AUBURN AS SCHEDULE

NOTE: ALL SIGNAGE TO BE REVIEWED AND APPROVED UNDER SEPARATE SIGN PERMIT
AND MUST COMPLY WITH SURPRISE MUNICIPAL CODE SECTION 113





2980 E. Northern Ave., Suite A
Phoenix, Arizona 85028
(602) 667-6685
FAX (602) 667-6612

April 6, 2018

City of Surprise
Development Department
16000 N Civic Center Plaza
Surprise, AZ 85374

Re: Citizen Participation Report 13541 N Litchfield Rd, Surprise, AZ 85379

To Whom it May Concern:

Please find the following Citizen Participation Report in regard to the development of 13541 N Litchfield Rd.

A neighborhood meeting was held on 3/21/2018 from 6 P.M. – 7 P.M. at Marley Park Elementary School, located at 15042 W Sweetwater Ave, Surprise, AZ 85379. The purpose of this meeting was to encourage anyone with interest in this project to meet with us to address any questions/concerns. This meeting was advertised on the city's website, as well as by the required sign postings and mailing notifications. 2 neighbors showed up to this meeting: David Boston, and his 12 year old son Spencer Boston. They live in El Mirage and saw the sign that was posted on the property. They came out of curiosity and were supportive of 'clean cars' and the project. After we had discussed our development in detail, they expressed excitement about the final product we will build. We have not to this date received any other feedback on this project.

Regards,

A handwritten signature in black ink that reads "Michael R. Clark".

Michael R. Clark
Identity Mutual, LLC
Senior Vice President
602-717-6717
mclark@mutualdevco.com



**DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND**

27 February 2018

Mr. James R. Mitchell
Director, Community Initiatives Team
56th Fighter Wing
14185 West Falcon Street
Luke AFB AZ 85309-1629

Ms. Heather Donaldson
Planning Project Coordinator
City of Surprise Planning Department
16000 N. Civic Center Plaza
Surprise AZ 85374

Re: FS18-099; Quick Quack Car Wash

Dear Ms. Donaldson

Thank you for the opportunity to comment on the Conditional Use Permit for the Quick Quack Car Wash. The site is located on 1.19 acres at 12541 N. Litchfield Road in Surprise AZ. The request is for a free-standing car wash of approximately 3,929 square foot. The location is inside the 1988 JLUS 65 Ldn, "high noise or accident potential zone" as defined by A.R.S. § 28-8461 and is within the "territory in the vicinity of a military airport" also defined by A.R.S. § 28-8461.

This request, as stated in the narrative, will not negatively impact the flying operations at Luke AFB. If approved the site will be located within the "territory in the vicinity of a military airport," and will be subjected to noise from approximately 165 over flights a day, with some as low as 1,500 feet above ground level. We recommend you review the sound attenuation requirements found in A.R.S. § 28-8482. In addition, a strong notification program on the part of the applicant is essential to inform the tenant about Luke AFB operations.

If you have any questions, please contact my Community Planner, Ms. Barbara Plante at (623) 856-9981.

Sincerely

 
JAMES R. MITCHELL

cc:

Colonel Michael S. Richardson, Vice Commander, 56th Fighter Wing
Ms. Cindy L. Calderon, GS-13, General and Environmental Law Attorney, 56th Fighter Wing

From: [Debbie Trasancos](#)
To: [Heather Donaldson](#)
Cc: [Chris Cain](#); [Leslie Jarrell](#)
Subject: RE: FS18-099 - Quick Quack Car Wash Electronic Submittal
Date: Wednesday, February 21, 2018 7:25:56 AM

Heather,

Thank you for providing the electronic submittal for Quick Quack Car Wash (FS18-099).

Maricopa Water District (MWD) has reviewed this submittal and determined this lies outside the current boundaries of MWD.

Thanks again,

Debbie Trasancos
Property & Contracts Specialist
Maricopa Water District
14825 W. Grand Ave.
Surprise, AZ 85374
623/546-8266
fax 623/584-2536
debbiet@mwdaz.com

From: Heather Donaldson [mailto:Heather.Donaldson@surpriseaz.gov]
Sent: Tuesday, February 20, 2018 3:24 PM
To: 'Barbara Plante - Luke' <barbara.plante@us.af.mil>; Chris Cain <ChrisC@mwdaz.com>; Christina Betz <Christina.Betz@surpriseaz.gov>; Daniel Trujillo <Daniel.Trujillo@surpriseaz.gov>; Debbie Trasancos <DebbieT@mwdaz.com>; 'Denise Lacey' <deniselacey@mail.maricopa.gov>; Don - USPS <Primitivo.D.Romero@usps.gov>; Donna Miller <Donna.Miller@surpriseaz.gov>; Ernest (USPS) <Ernest.L.James@usps.gov>; Ibeth - USPS <Ibeth.L.Roman@usps.gov>; Leslie Jarrell <LeslieJ@mwdaz.com>; 'Mark Frago' <fragom@mail.maricopa.gov>; Mary Orta - Surprise Chamber <mary.orta@surpriseregionalchamber.com>; 'Project Coordinator' <redletter@azdot.gov>; Raoul Sada - Surprise Chamber <raoul@surpriseregionalchamber.com>; Sandy Simmons <Sandy.Simmons@surpriseaz.gov>; Timothy Klarkowski <Timothy.Klarkowski@surpriseaz.gov>; 'Vern Wolfley - MAG' <vwolfley@azmag.gov>; Peter Hughes - FCDX <PeterHughes@mail.maricopa.gov>
Cc: Shirley Phan <Shirley.Phan@surpriseaz.gov>; Jamie Sullivan <Jamie.Sullivan@surpriseaz.gov>
Subject: FS18-099 - Quick Quack Car Wash Electronic Submittal

Good Afternoon,

Attached please find the submittal documents for the above referenced project. Please do not hesitate to contact me if you have any questions or need further clarification.

Thank you,

Heather Donaldson

Planning Project Coordinator
City of Surprise | Community Development
16000 N. Civic Center Plaza | Surprise AZ | 85374

www.surpriseaz.gov

623.222.3133 **t**

623.222.3001 **f**

City of Surprise offices open at 8 a.m. and close at 5 p.m. Monday through Friday. More info at www.surpriseaz.gov.

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0.1

20 Feb 2018 22:24:30 -0000

From: [Tony Abbo](#)
To: [Heather Donaldson](#)
Cc: [Dennis Haley](#); [Michael Wilson](#)
Subject: FW: FS18-099 - Quick Quack Car Wash Electronic Submittal
Date: Saturday, March 10, 2018 4:20:27 PM
Attachments: [image001.png](#)
[FS18-099 - Quick Quack Car Wash Electronic Submittal.pdf](#)

Hello

ADOT's Regional Traffic has no comments relating to the Development that was submitted. The development will not have a significant impact on the state system.

ADOT's R/W section may be submitting supplemental comments in relation to this request.

Best Regards,

Tony S. Abbo, PE, PTOE, FITE
Regional Traffic Engineer (RTE) – Central Region

Arizona Department of Transportation (ADOT)

2140 West Hilton Avenue
PM00
Phoenix AZ 85009

Cell: (480) 294-0548
E-mail: tabbo@azdot.gov

cid:image003.png@01D3B53A.1E83C880



From: Heather Donaldson [mailto:Heather.Donaldson@surpriseaz.gov]
Sent: Tuesday, February 20, 2018 3:24 PM
To: 'Barbara Plante - Luke'; 'Chris Cain - MWD'; Christina Betz; Daniel Trujillo; 'Debbie Trasancos - MWD'; 'Denise Lacey'; Don - USPS; Donna Miller; Ernest (USPS); Ibeth - USPS; 'Leslie - MWD'; 'Mark Frago'; Mary Orta - Surprise Chamber; Redletter; Raoul Sada - Surprise Chamber; Sandy Simmons; Timothy Klarkowski; 'Vern Wolfley - MAG'; Peter Hughes - FCDX
Cc: Shirley Phan; Jamie Sullivan
Subject: FS18-099 - Quick Quack Car Wash Electronic Submittal

Good Afternoon,

Attached please find the submittal documents for the above referenced project. Please do not hesitate to contact me if you have any questions or need further clarification.

Thank you,

Heather Donaldson

Planning Project Coordinator
City of Surprise | Community Development
16000 N. Civic Center Plaza | Surprise AZ | 85374

www.surpriseaz.gov

623.222.3133 **t**

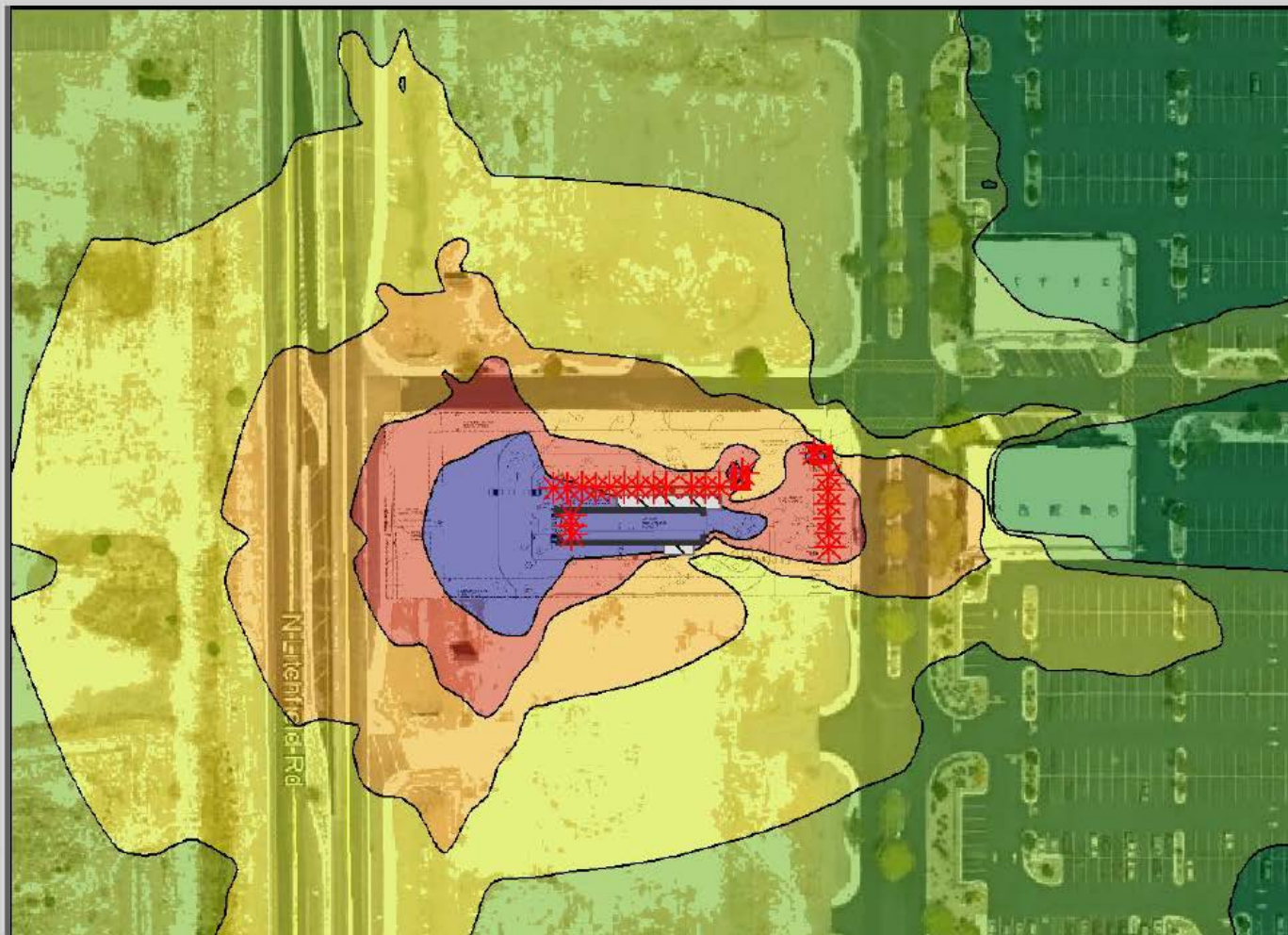
623.222.3001 **f**

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20 Feb 2018 22:24:30 -0000

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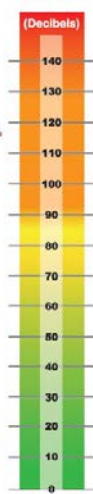
Common Indoor and Outdoor Noise Levels

Common Outdoor Noises



Jet Flyover (1,000 feet)
Gas lawn mower (3 feet)
Diesel truck (50 feet)
Urban daytime
Gas lawn mower (100 feet)
Heavy traffic (300 feet)
Typical urban daytime
Urban nighttime
Rural nighttime

Sound Level

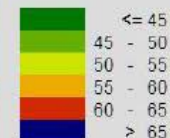


Common Indoor Noises



- Wall
- Main building
- Point sources (Blower, Vacuums)
- Noise Levels, dBA

Levels in dB(A)





CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

Back Print

Board Meeting Date:	August 2, 2018	Contact Person:	Sergio Angulo - Community Development
Submitting Department:	CD Boards and Commissions	District:	1
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
---------	---------	----------------	---	-------------------

Agenda Wording:

Consideration and action on a Preliminary Plat to allow for the development of a single-family residential subdivision in parcel L6 of the Desert Oasis at Surprise PAD located on the northwest corner of Jomax Road and 173rd Avenue.

Motion:

I move to recommend approval/denial to the Mayor and City Council on a Preliminary Plat to allow for the development of a single-family residential subdivision in parcel L6 of the Desert Oasis at Surprise PAD located on the northwest corner of Jomax Road and 173rd Avenue.

Background:

On February 23, 2018 EPS Group, Inc., submitted a request for a Preliminary Plat to allow for the development of a single-family residential subdivision in parcel L6 of the Desert Oasis at Surprise PAD located on the northwest corner of Jomax Road and 173rd Avenue.

Financial Impact Statement:

All activity related to ongoing development of the City of Surprise has an economic and fiscal impact on the city and the region.

ATTACHMENTS:

Click to download

- ☐ [00 - FS18-051 Cortana at Desert Oasis - Staff Report](#)
- ☐ [01 - FS18-051 Cortana at Desert Oasis - Vicinity Map](#)
- ☐ [02 - FS18-051 Cortana at Desert Oasis - Preliminary Plat](#)
- ☐ [03 - FS18-051 Cortana at Desert Oasis - Landscape](#)
- ☐ [04 - FS18-051 Cortana at Desert Oasis - Circulation Exhibit](#)
- ☐ [05 - FS18-051 Cortana at Desert Oasis - Luke AFB Letter](#)

- ☐ [06 - FS18-051 Cortana at Desert Oasis - ADOT Comments](#)
- ☐ [07 - FS18-051 Cortana at Desert Oasis - Presentation](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Sergio Angulo, Planner

Preliminary Plat

REPORT TO THE PLANNING AND ZONING COMMISSION

Case: FS18-051

Project Name: Cortana at Desert Oasis

Council District: 1 – ACACIA

Meeting Date: August 2, 2018

Planner: Sergio Angulo

Owner: KB Home Phoenix, Inc.

Applicant: EPS Group, Inc.

Request: Preliminary Plat for 152 lots.

Site Location: Northwest corner of Jomax Road and 173rd Avenue in Desert Oasis.

Site Size: 36.89 Acres (approx.)

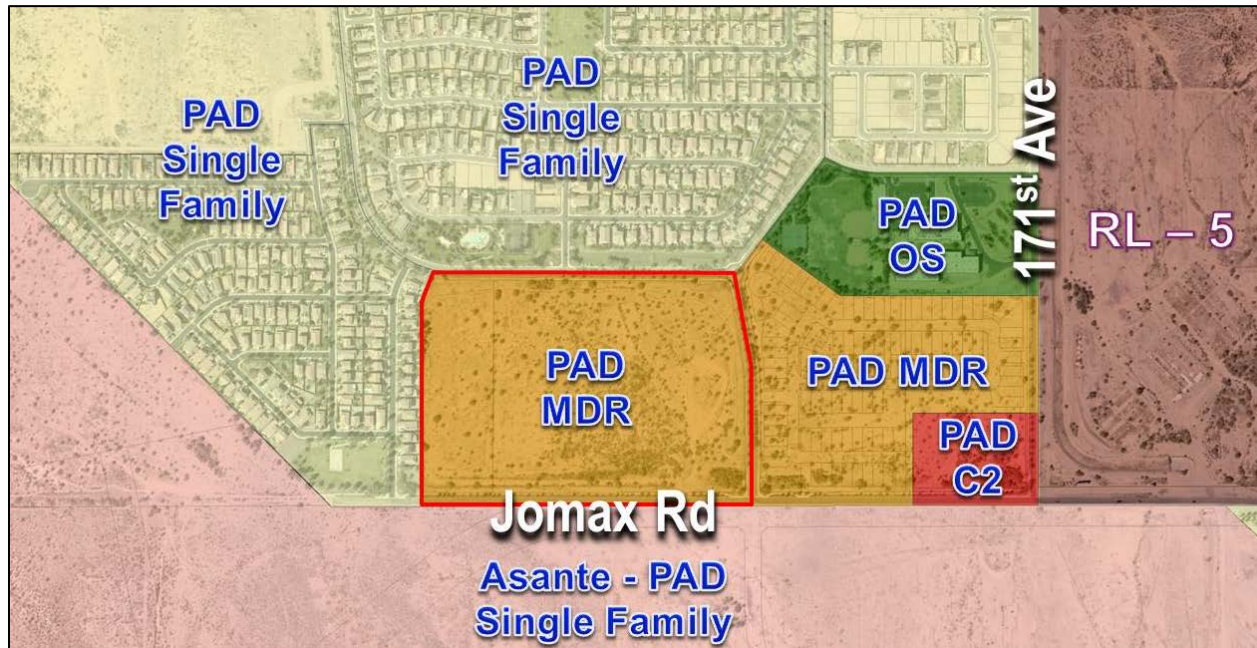
Density: 4.12 Dwelling Units per Acre

General Plan Conformance: The proposal is consistent with the Surprise General Plan 2035 as proposed under case FS18-051.

Support/Opposition: None known.

Staff Recommendation: Staff recommends the Commission move to recommend **approval** to the Mayor and City Council of case FS18-051, subject to stipulations 'A' to 'C'.

32 **Existing Land Zoning:**



PAD (Single Family Residential)	PAD (Single Family Residential)	PAD (Single Family Residential)
PAD (Single Family Residential)	PAD (MDR)	PAD (MDR)
PAD (Residential)	PAD (Residential)	PAD (Residential)

33 **History:**

34

35 **October 12, 2000:** The subject parcel was annexed into the City.

36 **September 14, 2000:** The Mayor and City Council approved The Desert Oasis at Surprise Planned
37 Area Development (PAD).

38 **May 17, 2016:** The Mayor and City Council approved a Major Amendment to the Desert Oasis at
39 Surprise Planned Area Development (PAD) to modify certain development standards for the subject
40 parcel.

41 **October 26, 2017:** Staff met with the applicant to discuss the project during a regularly scheduled
42 Concept Review meeting under CR17-554.

43 **February 23, 2018:** The applicant filed a request for a Preliminary Plat approval for a new 152-lots
44 residential subdivision.

45 **Project Description:**

46
47 EPS Group, Inc., on behalf of KB Home Phoenix, Inc., requests approval of a Preliminary Plat to allow
48 for the development of a single-family residential subdivision in parcel L6 of the Desert Oasis at
49 Surprise PAD located on the northwest corner of Jomax Road and 173rd Avenue. The applicant
50 proposes 152 residential lots with an amenity open space lot on approximately 28.3 acres.

51
52 The subject property is zoned Planned Area Development (PAD) and has a land use designations of
53 Medium Density Residential. The PAD allows a maximum density of 6.5 dwelling units per acre and
54 this development proposes a total density of 4.12 dwelling units per acre.

55
56 The proposed subdivision proposes two (2) access points; one (1) on the west side from 173rd
57 Avenue and another on the north from Maya Way. Stipulation 'B' guarantees the construction of a
58 median on Jomax Road which is required by the City's traffic standards. The site proposes good
59 pedestrian connectivity from the residential lots to the open space tracts as well as to the existing
60 sidewalks along Jomax Road, 173rd Avenue and Maya Way. Along Jomax Road the site proposes a
61 multi-use trail easement which will provide connections to and from the development to the east
62 and to the future development to the east. Stipulation 'A' requires the developer to contribute to
63 the improvements of 163rd Avenue and Jomax Road which will help improve the traffic of this
64 region.

65
66 The proposed subdivision is composed of 152 single-family detached homes and will be built in
67 three (3) phases. The typical lot size is 6,000 sq. ft. and the typical lot width is 50'. The site dedicated
68 7.29 acres (20%) for open space which include a tot lot with playground equipment, BBQ facilities,
69 and shaded seating. Landscape and retention tracts also contribute to the total open space. The
70 proposed open space and landscape meets the requirements of the PAD (13%) and the SUDC
71 (20%).

72
73 This applicant also submitted for three (3) Final Plats (one Final Plat for each development phase)
74 which will be presented to the Mayor and City Council for action at a later date.

75
76 **Reviewing Agencies:**

77
78 In addition to the standard city internal reviewing departments, the Nadaburg Unified School
79 District, the Arizona Department of Transportation, Maricopa Water District, and Luke AFB were
80 included in the routing of this request. None of the reviewing agencies indicated any concerns over
81 the request.

82 **Summary:**

83
84 Staff believes by accepting and incorporating stipulations 'A' to 'C' the proposed Preliminary Plat
85 will meet the requirements of the Desert Oasis at Surprise PAD, the SUDC, and the General Plan.

87 **Findings:**

- 88
- 89 • The proposed Preliminary Plat is consistent with the Surprise General Plan 2035.
 - 90 • The proposed Preliminary Plat will meet the provisions of the Desert Oasis at Surprise PAD
 - 91 and the SUDC as applicable once all stipulations are met.
- 92

93 **Recommendation:**

94

95 Based on the findings noted above, staff recommends the Commission move to recommend

96 **approval** to the Mayor and City Council of case FS18-051, subject to stipulations 'A' to 'C' as

97 outlined below:

98

- 99 A. Prior to approval of the Final Plat the Developer will provide a cash-in-lieu payment,
- 100 per a City reviewed and approved engineer's estimate, of their proportional share
- 101 for the construction of a new traffic signal at the intersection of 163rd Avenue and
- 102 Jomax Road, and northbound and southbound left-turn lanes for the intersection of
- 103 163rd Avenue and Jomax Road.
- 104 B. Prior to approval of the Final Plat, the Developer will provide a cash-in-lieu payment,
- 105 per a City reviewed and approved engineer's estimate, for the raised median and
- 106 landscape on Jomax Road along the project frontage.
- 107 C. Non-compliance with the stipulations of approval of this case will be treated as a
- 108 violation in accordance with the provisions of Article XIV of the Surprise Unified
- 109 Development Code.

110 However, should the Commission wish to recommend **denial** of the request, the Commission

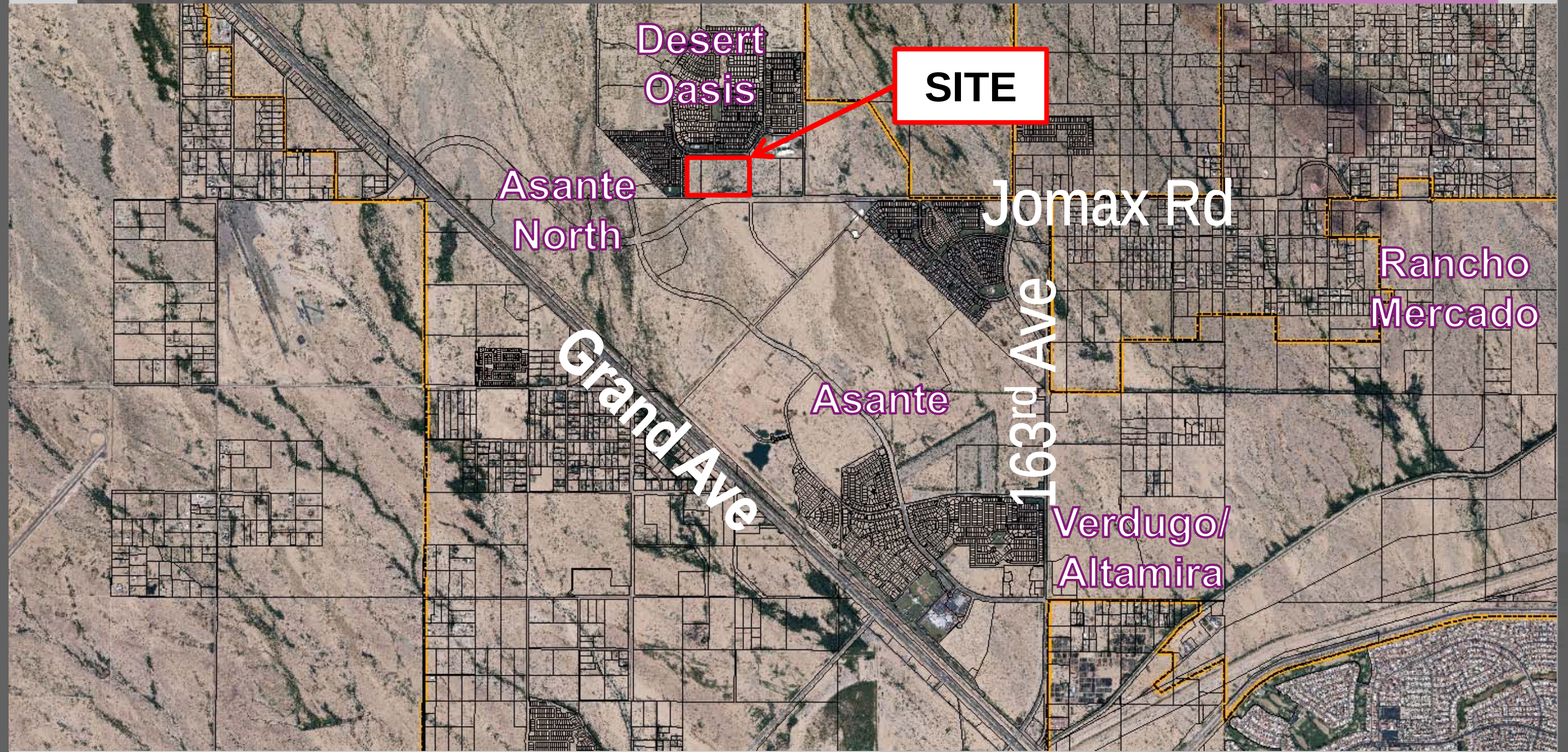
111 should make its own findings and base its decision on those alternative findings.

112

113 **Attachments:**

- 114
- 115 01 Vicinity Maps
 - 116 02 Preliminary Plat
 - 117 03 Landscape Plans
 - 118 04 Circulation Exhibit
 - 119 05 Luke AFB Letter
 - 120 06 ADOT Comments

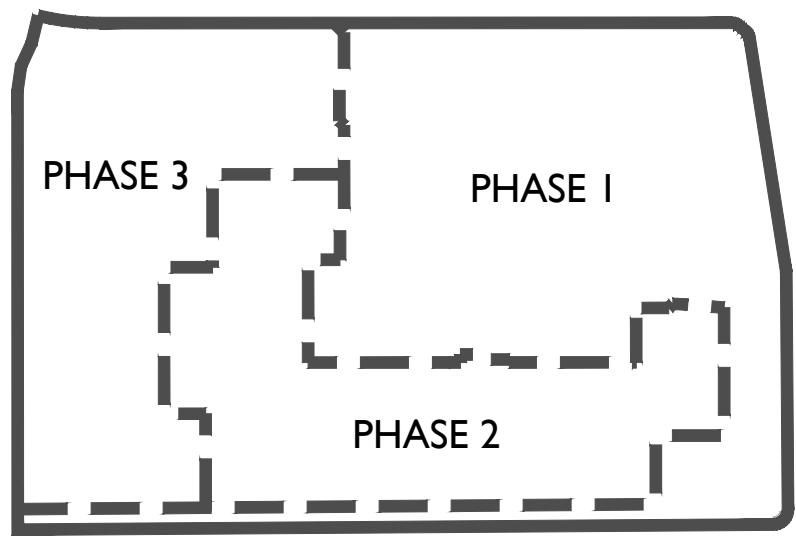
VICINITY MAP



VICINITY MAP



PHASE KEY MAP



LEGAL DESCRIPTION

BEING A PORTION OF SECTION 35, TOWNSHIP 5 NORTH, RANGE 2 WEST, OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA AND BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 35;

THENCE SOUTH 89 DEGREES 36 MINUTES 46 SECONDS WEST, ALONG THE SOUTH LINE OF SAID SECTION 35, 1454.17 FEET;

THENCE DEPARTING SAID SOUTH LINE NORTH 00 DEGREES 23 MINUTES 14 SECONDS WEST, 65.00 FEET TO A POINT ON A LINE WHICH IS PARALLEL WITH AND 65.00 FEET NORTHERLY OF, AS MEASURED AT RIGHT ANGLES FROM THE SOUTH LINE OF SAID SECTION 35, SAID POINT ALSO BEING THE POINT OF BEGINNING;

THENCE SOUTH 89 DEGREES 36 MINUTES 46 SECONDS WEST, ALONG SAID PARALLEL LINE, 1198.50 FEET;

THENCE CONTINUING ALONG SAID PARALLEL LINE SOUTH 89 DEGREES 36 MINUTES 07 SECONDS WEST, 349.38 FEET;

THENCE NORTH 00 DEGREES 01 MINUTES 39 SECONDS WEST, 899.89 FEET;

THENCE NORTH 08 DEGREES 20 MINUTES 07 SECONDS EAST, 50.25 FEET;

THENCE NORTH 24 DEGREES 39 MINUTES 23 SECONDS EAST, 52.34 FEET;

THENCE NORTH 13 DEGREES 35 MINUTES 45 SECONDS EAST, 56.97 FEET TO A POINT, SAID POINT BEING THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 535.00 FEET, A RADIAL LINE BEARS AT SAID POINT (NORTH 13 DEGREES 35 MINUTES 45 SECONDS EAST);

THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE, 127.21 FEET THROUGH A CENTRAL ANGLE OF 13 DEGREES 37 MINUTES 24 SECONDS;

THENCE NORTH 89 DEGREES 58 MINUTES 21 SECONDS EAST, 1295.72 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 20.00 FEET;

THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE, 16.26 FEET THROUGH A CENTRAL ANGLE OF 46 DEGREES 34 MINUTES 03 SECONDS TO A POINT OF REVERSE CURVATURE, CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 60.00 FEET, A RADIAL LINE BEARS AT SAID POINT (NORTH 46 DEGREES 32 MINUTES 24 SECONDS EAST);

THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE, 14.58 FEET THROUGH A CENTRAL ANGLE OF 13 DEGREES 55 MINUTES 31 SECONDS TO A POINT OF REVERSE CURVATURE, CONCAVE SOUTHEASTERLY AND HAVING A RADIUS OF 20.00 FEET, A RADIAL LINE BEARS AT SAID POINT (SOUTH 32 DEGREES 36 MINUTES 53 SECONDS WEST);

THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE, 16.26 FEET THROUGH A CENTRAL ANGLE OF 46 DEGREES 34 MINUTES 03 SECONDS;

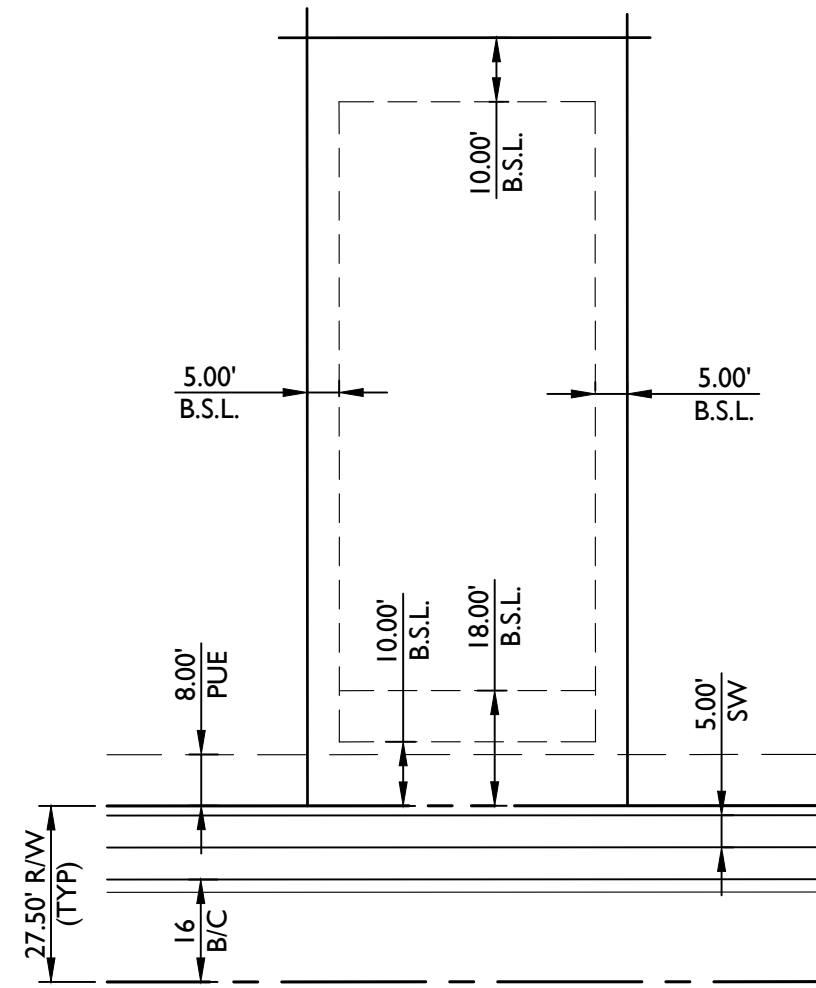
THENCE SOUTH 10 DEGREES 49 MINUTES 04 SECONDS EAST, 312.30 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHEASTERLY AND HAVING A RADIUS OF 965.00 FEET;

THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE, 175.32 FEET THROUGH A CENTRAL ANGLE OF 10 DEGREES 24 MINUTES 33 SECONDS;

THE SOUTH 00 DEGREES 24 MINUTES 31 SECONDS EAST, 487.86 FEET TO THE BEGINNING OF A CURVE CONCAVE NORTHWESTERLY AND HAVING A RADIUS OF 30.00 FEET;

THENCE WESTERLY ALONG THE ARC OF SAID CURVE, 47.14 FEET THROUGH A CENTRAL ANGLE OF 90 DEGREES 01 MINUTES 17 SECONDS TO THE POINT OF BEGINNING.

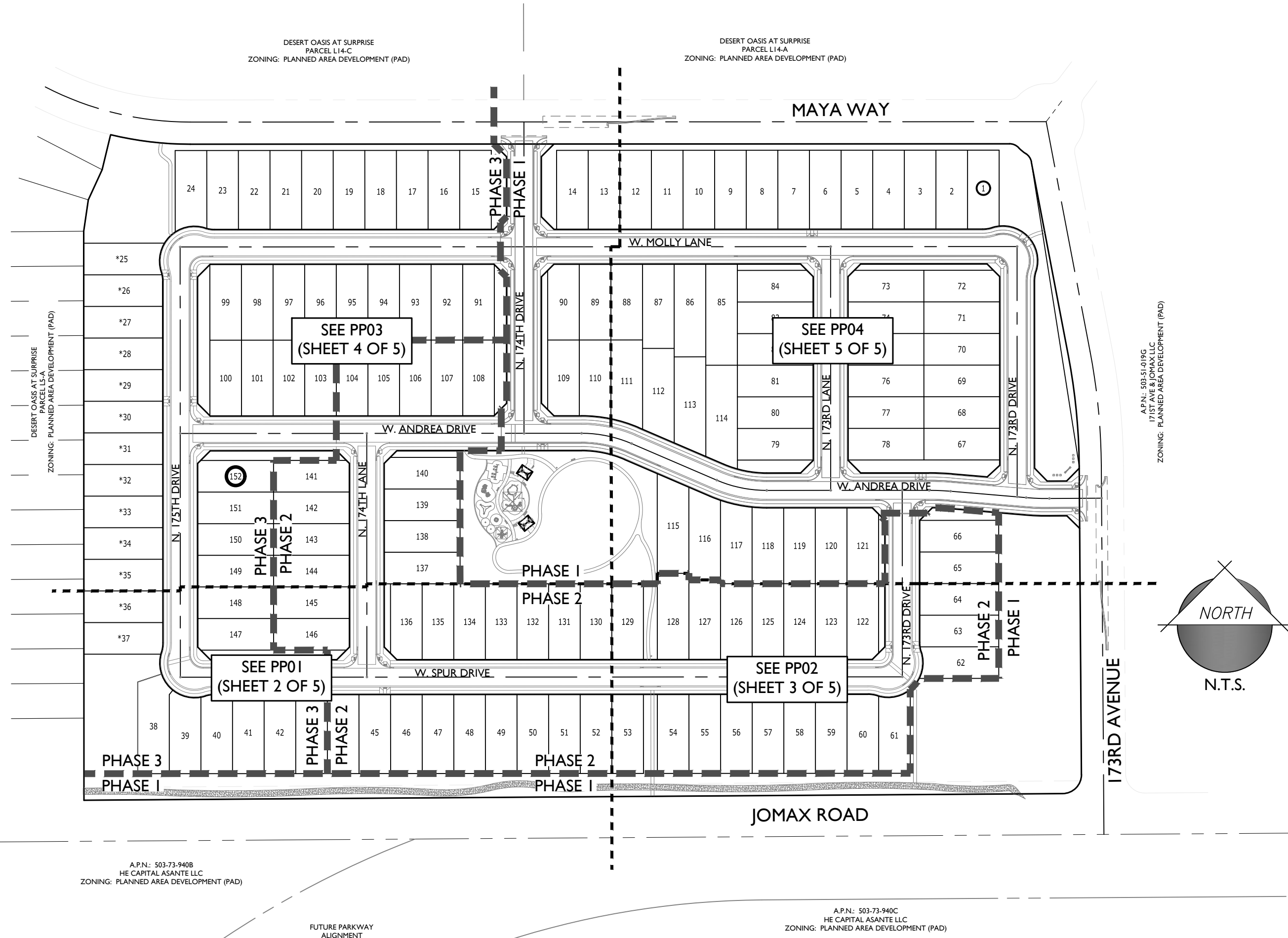
SINGLE FAMILY DEVELOPMENT STANDARDS PAD CASE #PAD99-129	
STANDARD	MDR
MINIMUM WIDTH	35'
MINIMUM LOT AREA	2,500 S.F.
MINIMUM LOT DEPTH	67'
FRONT SETBACK (LIVABLE)	10'
FRONT SETBACK (GARAGE)	18'
REAR SETBACK (HOUSE)	10'
SIDE SETBACK (HOUSE)	5' / 5'
STREET SIDE (HOUSE)	7'
BUILDING COVERAGE	55% - 2 STORIES 65% - 1 STORY
AVERAGE DENSITY	6.5 DU/AC



Typical Lot Setbacks

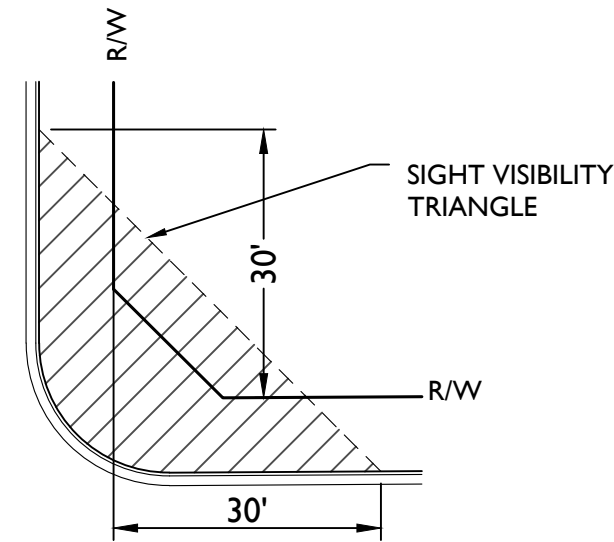
PRELIMINARY PLAT FOR CORTANA AT DESERT OASIS AT SURPRISE

A PORTION OF THE SOUTH HALF OF SECTION 35, TOWNSHIP 5 NORTH, RANGE 2 WEST, GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA.

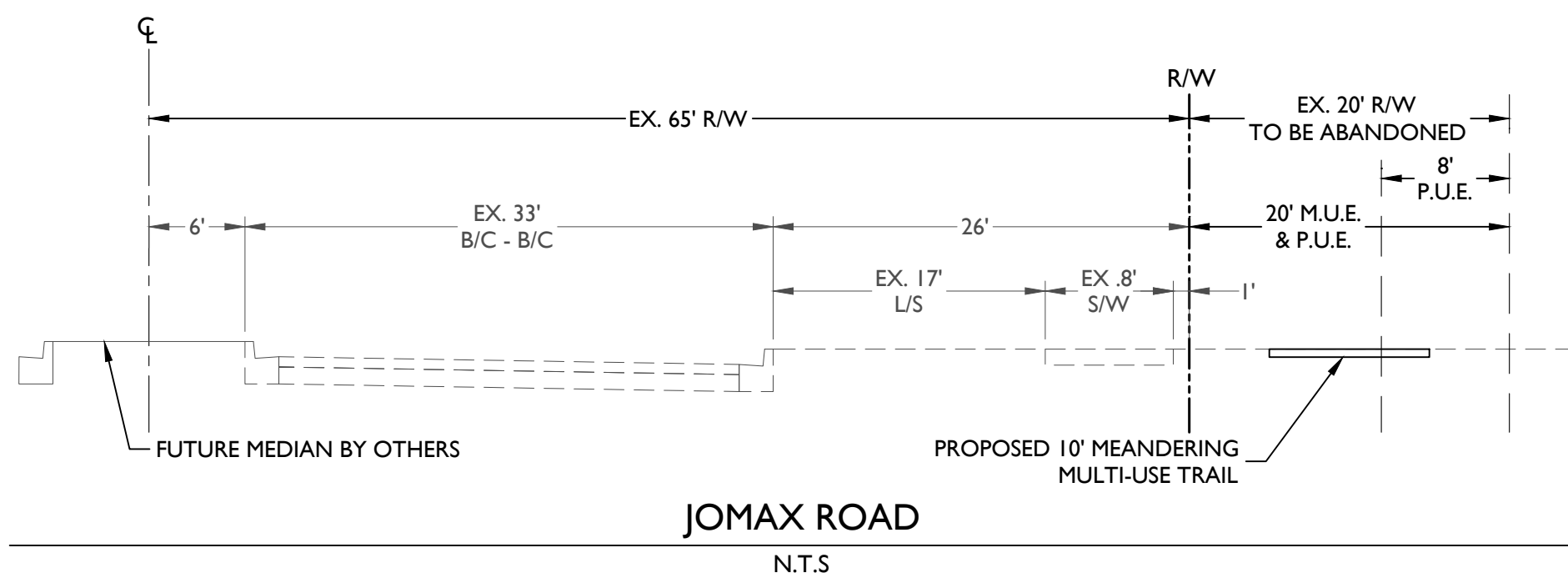
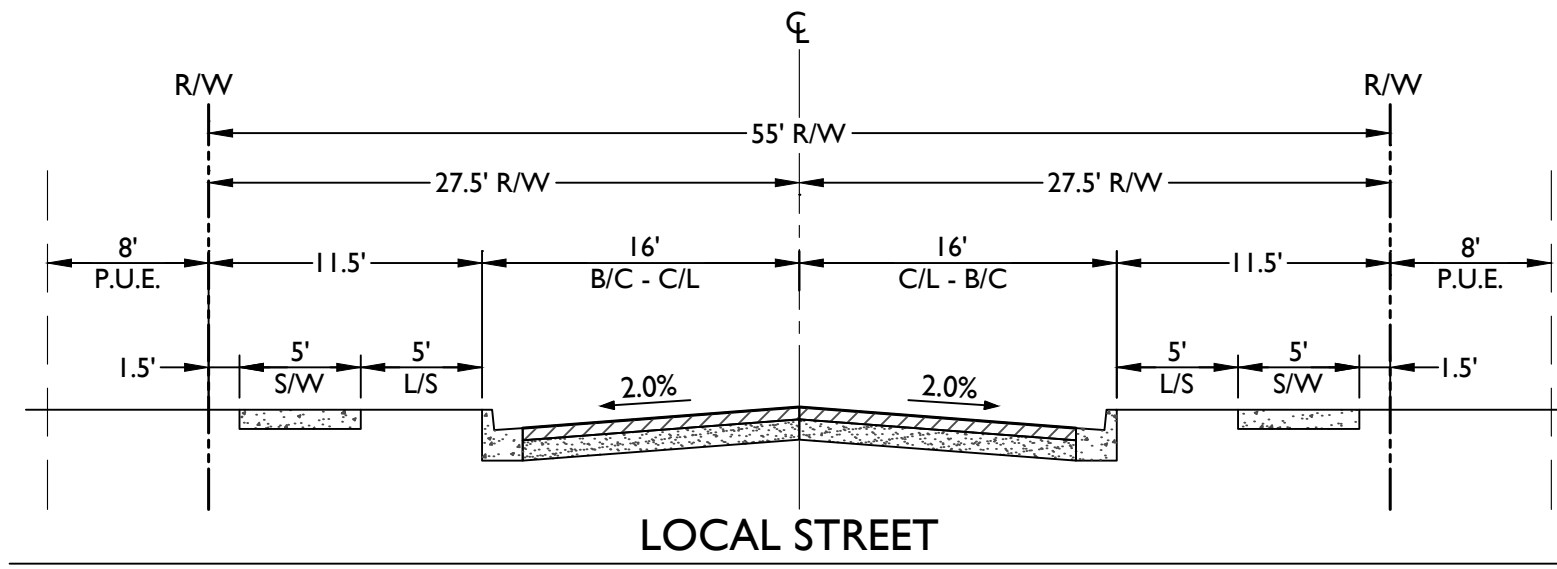


LINE LEGEND

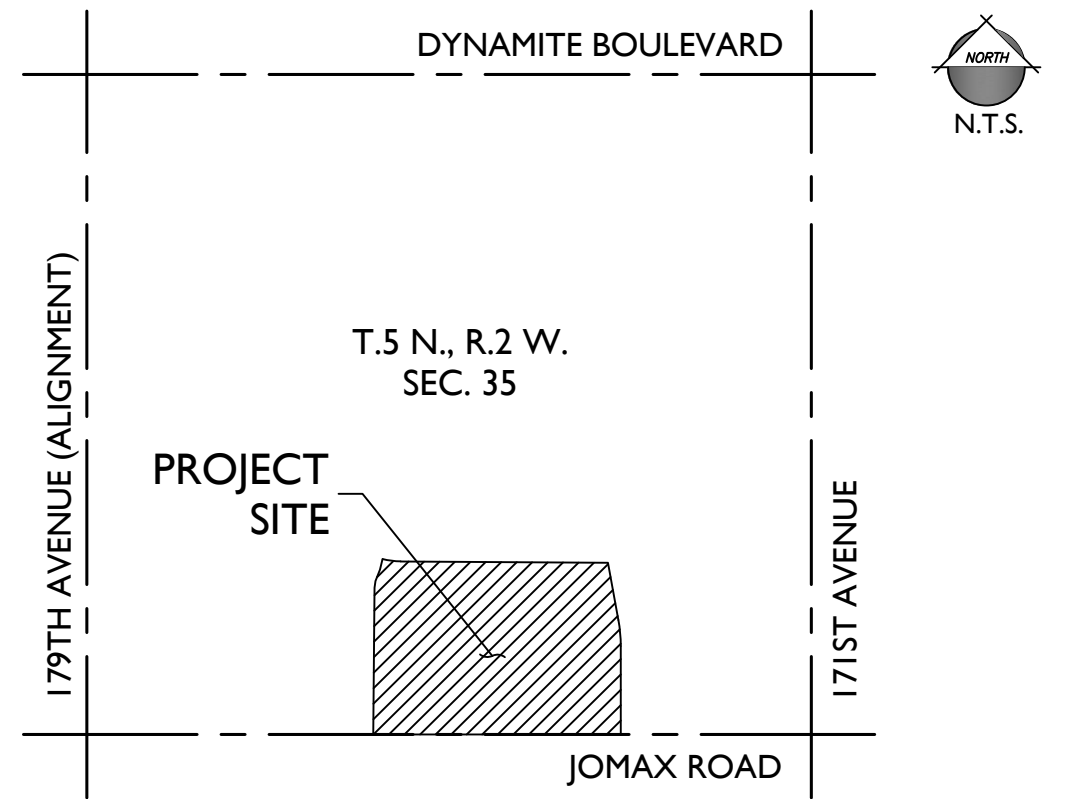
- MATCH LINE
- PHASE LINE



Typical S.V.T. Easement
LOCAL TO LOCAL STREET
N.T.S.
(PER CITY OF SURPRISE ENGINEERING DESIGN STANDARDS DETAIL 4-02)



VICINITY MAP



PROJECT TEAM

DEVELOPER:
KB HOMES PHOENIX INC.
10428 S. 51ST STREET, SUITE 100
PHOENIX, AZ 85044
TEL: (480)-758-3047
CONTACT: RANDY LOPEZ

CIVIL ENGINEER:
EPS GROUP, INC.
2045 S. VINEYARD, SUITE 101
MESA, AZ 85210
TEL: (480)-503-2250
FAX: (480)-503-2258
CONTACT: DAN AUXIER, P.E.

PROJECT DATA

A.P.N. 503-51-022D; 019L
EXISTING GENERAL PLAN: NEIGHBORHOOD CHARACTER AREA
EXISTING ZONING: PLANNED AREA DEVELOPMENT (PAD)
(ORDINANCE NO. 00-18)
RELATED CASE NO.'S: PADA04-409
PADA06-024
FS-15-473

GROSS AREA: +/- 36.89 ACRES
NET AREA: +/- 28.89 ACRES

ADJACENT R/W AREA: +/- 4.44 ACRES
INTERNAL R/W AREA: +/- 8.00 ACRES

NO. OF LOTS
PHASE 1 51
PHASE 2 53
PHASE 3 48
TOTAL 152

GROSS DENSITY: 4.12 DU/AC
NET DENSITY: 5.26 DU/AC

OVERALL OPEN SPACE: +/- 7.29 ACRES (20%)

GENERAL NOTES

- THIS PLAN IS NOT A CONSTRUCTION DOCUMENT.
- LOT DIMENSIONS ARE APPROXIMATE, FINAL LOT DIMENSIONS SHALL BE PER THE FINAL PLAT.
- ALL PUBLIC STREETS WILL BE CONSTRUCTED TO CITY OF SURPRISE MINIMUM STANDARDS AS MODIFIED HEREIN.
- THIS DEVELOPMENT WILL PROVIDE FOR INSTALLATION OF REQUIRED STREET LIGHTS.
- THE HOMEOWNERS' ASSOCIATION WILL BE RESPONSIBLE FOR MAINTENANCE OF ALL LANDSCAPE TRACTS.
- THE AREA PLATTED HEREON LIES WITHIN THE DOMESTIC WATER SERVICE AREA OF CITY OF SURPRISE WHICH IS DESIGNATED AS HAVING AN ASSURED WATER SUPPLY PURSUANT A.R.S. § 45-576.
- LOTS 25-37 SHALL BE LIMITED TO SINGLE-STORY HOMES.

DEVELOPMENT STANDARDS

THIS DEVELOPMENT SHALL CONFORM TO THE DEVELOPMENT STANDARDS APPROVED IN PAD99-129 FOR PARCEL L6 OF DESERT OASIS AT SURPRISE OR AS SUBSEQUENTLY AMENDED.

BASIS OF BEARING

THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 35, T5N, R2W OF THE GILA AND SALT RIVER MERIDIAN, WHICH BEARS S89°54'37"W, AS MEASURED AND SHOWN ON PLSS SUBDIVISION RECORD OF SURVEY BOOK 656, PAGE 21, MARICOPA COUNTY RECORDS.

BENCHMARK

CITY OF SURPRISE BRASS CAP FLUSH AT THE INTERSECTION OF 174TH DR. AND MAYA WY. STAMPED:
"BM 52-5"

ELEVATION = 1455.75 (NAVD88 DATUM)

UTILITIES

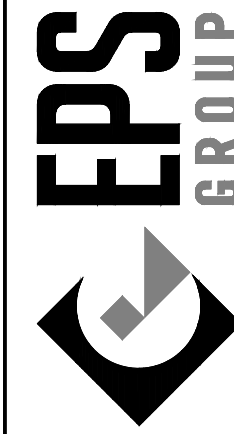
WATER
SEWER
GAS
ELECTRIC
TELEPHONE
CABLE TV
FIRE
POLICE

CITY OF SURPRISE
CITY OF SURPRISE
SOUTHWEST GAS
ARIZONA PUBLIC SERVICE
CENTURYLINK / COX
CENTURYLINK / COX
CITY OF SURPRISE
CITY OF SURPRISE

SHEET INDEX

SHEET 1 CS01 COVERSHEET
SHEET 2 PP01 PRELIMINARY PLAT
SHEET 3 PP02 PRELIMINARY PLAT
SHEET 4 PP03 PRELIMINARY PLAT
SHEET 5 PP04 PRELIMINARY PLAT

2045 S. Vineyard Ave, Suite 101
Mesa, AZ 85210
T:480.503.2250 | F:480.503.2258
www.epsgroupinc.com



Cortana at Desert Oasis

COVER SHEET

Project:

Revisions:

JANUARY 25, 2018 - 1ST PRELIMINARY PLAT SUB.
MAY 11, 2018 - 2ND PRELIMINARY PLAT SUB.
JUNE 13, 2018 - 3RD PRELIMINARY PLAT SUB.

Designer: JH
Drawn by: JAJ

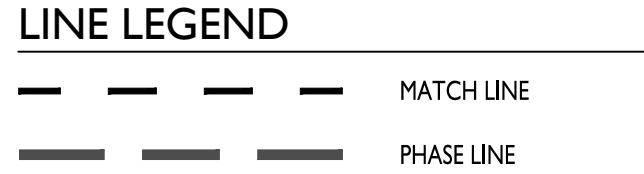
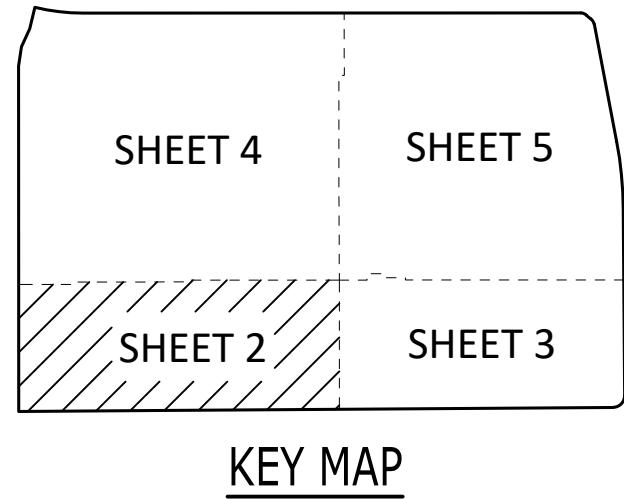
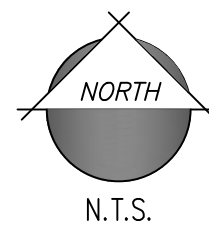
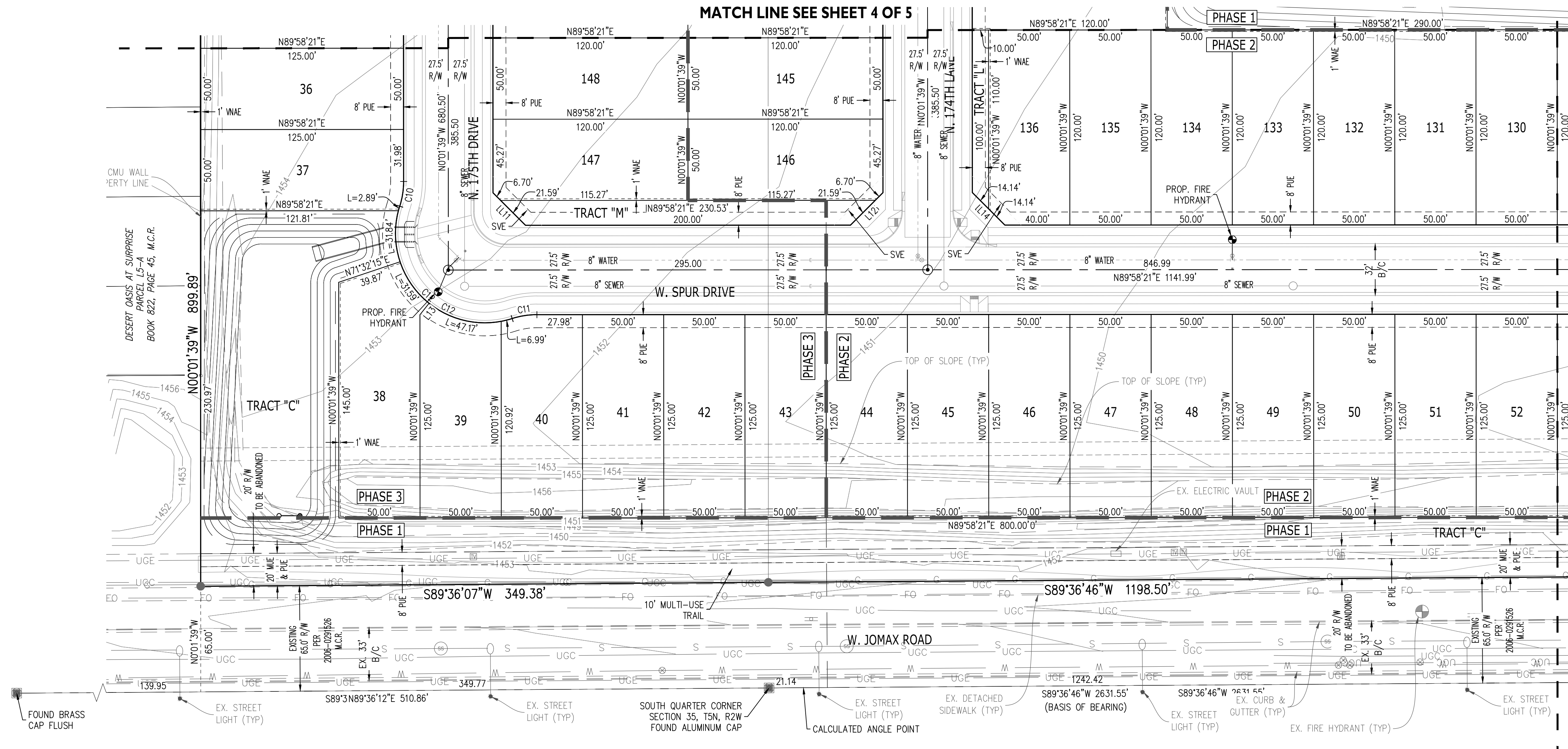


Expires: 12/31/2018

Job No.
15-296

CS01

Sheet No.
1
of 5



LINE TABLE		
LINE	BEARING	LENGTH
L1	N08°20'07"E	50.25'
L2	N24°39'23"E	52.34'
L3	N13°35'45"E	56.97'
L4	N45°01'39"W	28.28'
L5	N44°58'21"E	28.28'
L6	N44°58'21"E	28.28'
L7	N45°01'39"W	28.28'
L8	N44°58'21"E	28.28'
L9	N45°01'39"W	28.28'
L10	N44°58'21"E	28.28'
L11	N45°01'39"W	28.28'
L12	N44°58'21"E	28.28'
L13	N38°37'56"E	9.03'
L14	N45°01'39"W	28.28'
L15	N45°01'39"W	28.28'
L16	N44°58'21"E	28.28'
L17	N45°01'39"W	28.28'

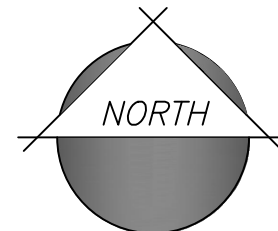
LINE TABLE		
LINE	BEARING	LENGTH
L18	N44°58'21"E	28.28'
L19	N44°58'21"E	28.28'
L20	N45°01'39"W	28.28'
L21	N44°58'21"E	28.28'
L22	N45°01'39"W	28.28'
L23	N45°01'39"W	28.28'
L24	N44°58'21"E	28.28'
L25	N45°01'39"W	28.28'
L26	N45°24'31"W	28.28'
L27	N44°35'29"E	28.28'
L28	N44°12'30"W	28.69'
L29	N47°24'11"E	27.06'
L30	N45°01'14"E	28.26'
L31	N45°01'39"W	28.28'
L32	N44°58'21"E	28.28'
L33	N89°35'29"E	82.62'

CURVE TABLE						
CURVE	LENGTH	RADIUS	DELTA	TANGENT	CHORD	CHORD BRG
C1	127.21'	535.00'	13°37'24"	63.91'	126.91'	S83°12'57"E
C2	16.26'	20.00'	46°34'03"	8.61'	15.81'	N66°44'38"W
C3	14.58'	60.00'	13°55'31"	7.33'	14.55'	S50°25'22"E
C4	16.26'	20.00'	46°34'03"	8.61'	15.81'	N34°06'05"W
C5	175.32'	965.00'	10°24'33"	87.90'	175.07'	N05°36'48"W
C6	47.14'	30.00'	90°01'17"	30.01'	42.43'	N44°36'07"E
C7	120.48'	55.00'	125°30'20"	106.80'	97.79'	S44°58'21"W
C8	15.49'	50.00'	17°45'10"	7.81'	15.43'	N08°54'14"W
C9	15.49'	50.00'	17°45'10"	7.81'	15.43'	S81°09'04"E
C10	15.49'	50.00'	17°45'10"	7.81'	15.43'	N08°50'56"E
C11	15.49'	50.00'	17°45'10"	7.81'	15.43'	S81°05'46"W
C12	120.48'	55.00'	125°30'20"	106.80'	97.79'	S45°01'39"E
C13	70.08'	172.50'	23°16'41"	35.53'	69.60'	N78°23'19"W
C14	92.43'	227.50'	23°16'41"	46.86'	91.79'	N78°23'19"W
C15	81.26'	200.00'	23°16'41"	41.20'	80.70'	N78°23'19"W
C16	70.08'	172.50'	23°16'41"	35.53'	69.60'	S78°23'19"E

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	TANGENT	CHORD
C17	81.26'	200.00'	23°16'41"	41.20'	80.70'
C18	92.43'	227.50'	23°16'41"	46.86'	91.79'
C19	15.49'	50.00'	17°45'10"	7.81'	15.43'
C20	15.49'	50.00'	17°45'10"	7.81'	15.43'
C21	120.48'	55.00'	125°30'20"	106.80'	97.79'
C22	36.27'	427.50'	4°51'40"	18.15'	36.26'
C23	26.60'	372.50'	4°05'31"	13.31'	26.60'
C24	33.94'	400.00'	4°51'40"	16.98'	33.93'
C25	39.11'	427.50'	5°14'32"	19.57'	39.10'
C26	3.13'	372.50'	0°28'53"	1.56'	3.13'
C27	36.60'	400.00'	5°14'32"	18.31'	36.59'
C28	120.48'	55.00'	125°30'20"	106.80'	97.79'
C29	15.49'	50.00'	17°45'10"	7.81'	15.43'
C30	15.49'	50.00'	17°45'10"	7.81'	15.43'
C31	181.67'	1000.00'	10°24'33"	91.09'	181.42'
C32	238.33'	500.00'	27°18'38"	121.47'	236.08'

TRACT USE TABLE			
TRACT	USE	AREA (SF)	AREA (AC)
Tract A	LANDSCAPE, OPEN SPACE, RETENTION	36,951	0.8483
Tract B	LANDSCAPE, OPEN SPACE, RETENTION	28,572	0.6559
Tract C	LANDSCAPE, OPEN SPACE, MULTI USE EASEMENT, RETENTION	153,669	3.5277
Tract D	LANDSCAPE, OPEN SPACE	4,899	0.1125
Tract E	LANDSCAPE, OPEN SPACE	2,100	0.0482
Tract F	LANDSCAPE, OPEN SPACE	1,050	0.0241
Tract G	LANDSCAPE, OPEN SPACE	2,163	0.0497
Tract H	LANDSCAPE, OPEN SPACE	2,100	0.0482
Tract I	LANDSCAPE, OPEN SPACE	4,261	0.0978
Tract J	LANDSCAPE, OPEN SPACE	2,100	0.0482
Tract K	LANDSCAPE, OPEN SPACE, RETENTION	67,811	1.5567
Tract L	LANDSCAPE, OPEN SPACE	1,050	0.0241
Tract M	LANDSCAPE, OPEN SPACE	3,286	0.0754
Tract N	LANDSCAPE, OPEN SPACE	3,279	0.0753
Tract O	LANDSCAPE, OPEN SPACE	4,261	0.0978
TOTAL TRACT AREA		317,552	7.2899

- LEGEND**
- FOUND MONUMENT, AS NOTED
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 - RLS REGISTERED LAND SURVEYOR
 - R/W RIGHT-OF-WAY
 - SVE SIGHT VISIBILITY EASEMENT
 - VNAE VEHICULAR NON-ACCESS EASEMENT



Project:
JANUARY 25, 2018 - 1ST PRELIMINARY PLAT SUB.
MAY 11, 2018 - 2ND PRELIMINARY PLAT SUB.
JUNE 13, 2018 - 3RD PRELIMINARY PLAT SUB.

Revisions:

Designer: JH
Drawn by: JAJ

Expires: 12/31/2018

Job No.
15-296

PP01

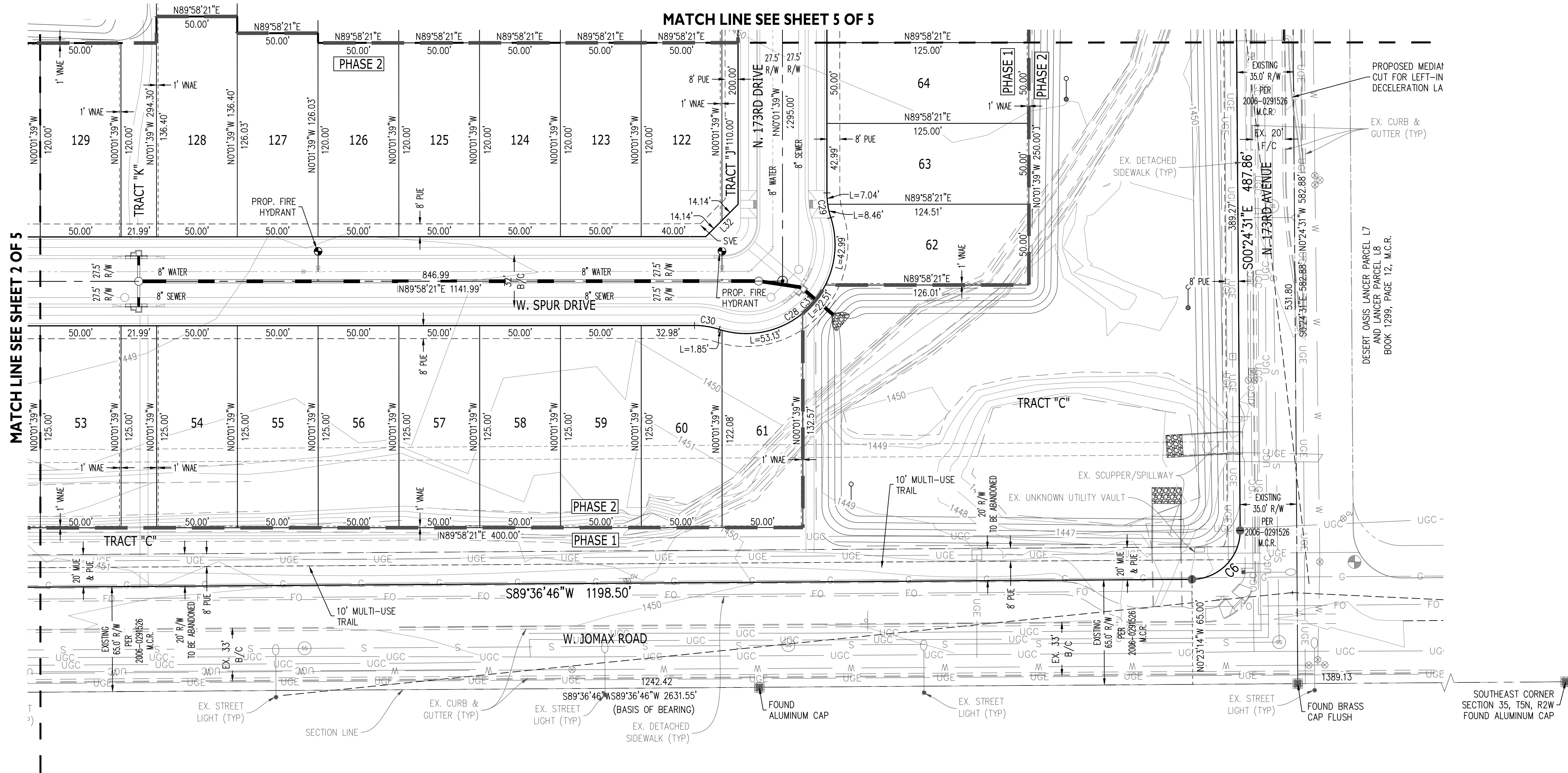
Sheet No.
2
of 5

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EPS GROUP

Cortana at Desert Oasis
Surprise, Arizona

Preliminary Plat



LOT AREA TABLE		
LOT #	AREA (SF)	AREA (AC)
1	6,197	0.1423
2	6,250	0.1435
3	6,250	0.1435
4	6,250	0.1435
5	6,250	0.1435
6	6,250	0.1435
7	6,250	0.1435
8	6,250	0.1435
9	6,250	0.1435
10	6,250	0.1435
11	6,250	0.1435
12	6,250	0.1435
13	6,250	0.1435
14	6,250	0.1435
15	6,250	0.1435
16	6,250	0.1435
17	6,250	0.1435

LOT AREA TABLE		
LOT #	AREA (SF)	AREA (AC)
18	6,250	0.1435
19	6,250	0.1435
20	6,250	0.1435
21	6,250	0.1435
22	6,250	0.1435
23	6,244	0.1433
24	6,112	0.1403
25	6,103	0.1401
26	6,246	0.1434
27	6,250	0.1435
28	6,250	0.1435
29	6,250	0.1435
30	6,250	0.1435
31	6,250	0.1435
32	6,250	0.1435
33	6,250	0.1435
34	6,250	0.1435

LOT AREA TABLE		
LOT #	AREA (SF)	AREA (AC)
35	6,250	0.1435
36	6,250	0.1435
37	6,230	0.1430
38	7,531	0.1729
39	6,182	0.1419
40	6,216	0.1427
41	6,250	0.1435
42	6,250	0.1435
43	6,250	0.1435
44	6,250	0.1435
45	6,250	0.1435
46	6,250	0.1435
47	6,250	0.1435
48	6,250	0.1435
49	6,250	0.1435
50	6,250	0.1435
51	6,250	0.1435

LOT AREA TABLE		
LOT #	AREA (SF)	AREA (AC)
52	6,250	0.1435
53	6,250	0.1435
54	6,250	0.1435
55	6,250	0.1435
56	6,250	0.1435
57	6,250	0.1435
58	6,250	0.1435
59	6,250	0.1435
60	6,233	0.1431
61	6,150	0.1412
62	6,094	0.1399
63	6,249	0.1435
64	6,250	0.1435
65	6,250	0.1435
66	6,250	0.1435
67	6,000	0.1377
68	6,000	0.1377

LOT AREA TABLE		
LOT #	AREA (SF)	AREA (AC)
69	6,000	0.1377
70	6,000	0.1377
71	6,000	0.1377
72	5,950	0.1366
73	5,950	0.1366
74	6,000	0.1377
75	6,000	0.1377
76	6,000	0.1377
77	6,000	0.1377
78	6,000	0.1377
79	6,000	0.1377
80	6,000	0.1377
81	6,000	0.1377
82	6,000	0.1377
83	6,000	0.1377
84	5,950	0.1366
85	8,000	0.1837

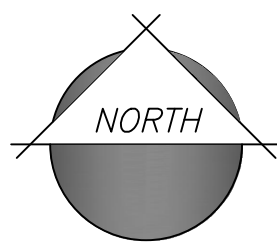
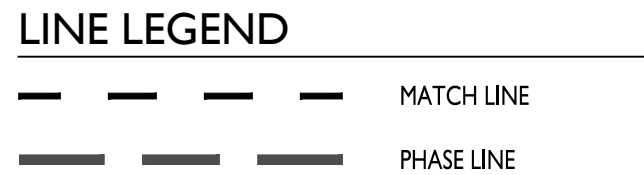
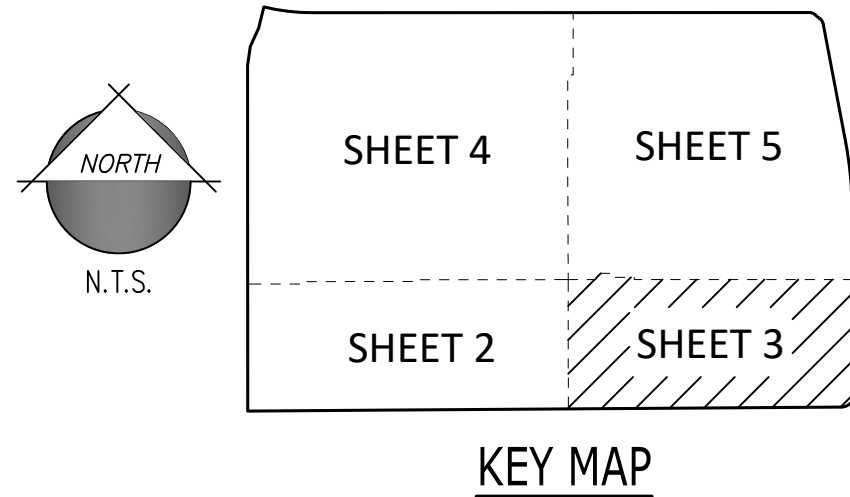
LOT AREA TABLE		
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86	7,333	0.1684
87	6,667	0.1530
88	6,000	0.1377
89	6,000	0.1377
90	5,950	0.1366
91	6,000	0.1377
92	6,000	0.1377
93	6,000	0.1377
94	6,000	0.1377
95	6,000	0.1377
96	6,000	0.1377
97	6,000	0.1377
98	6,000	0.1377
99	6,000	0.1377
100	6,000	0.1377
101	6,000	0.1377
102	6,000	0.1377

LOT AREA TABLE		
LOT #	AREA (SF)	AREA (AC)
103	6,000	0.1377
104	6,000	0.1377
105	6,000	0.1377
106	6,000	0.1377
107	6,000	0.1377
108	6,000	0.1377
109	5,950	0.1366
110	6,074	0.1394
111	6,603	0.1516
112	6,939	0.1593
113	7,348	0.1687
114	7,744	0.1778
115	7,358	0.1689
116	6,805	0.1562
117	6,282	0.1442
118	6,009	0.1379
119	6,000	0.1377

LOT AREA TABLE		
LOT #	AREA (SF)	AREA (AC)
120	6,000	0.1377
121	5,950	0.1366
122	5,950	0.1366
123	6,000	0.1377
124	6,000	0.1377
125	6,000	0.1377
126	6,000	0.1377
127	6,301	0.1447
128	6,820	0.1566
129	6,000	0.1377
130	6,000	0.1377
131	6,000	0.1377
132	6,000	0.1377
133	6,000	0.1377
134	6,000	0.1377
135	6,000	0.1377
136	5,950	0.1366

LOT AREA TABLE		
LOT #	AREA (SF)	AREA (AC)
137	6,000	0.1377
138	6,000	0.1377
139	6,000	0.1377
140	5,955	0.1367
141	5,989	0.1375
142	6,000	0.1377
143	6,000	0.1377
144	6,000	0.1377
145	6,000	0.1377
146	5,989	0.1375
147	5,989	0.1375
148	6,000	0.1377
149	6,000	0.1377
150	6,000	0.1377
151	6,000	0.1377
152	5,989	0.1375
TOTAL	940,831	21.5973

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Project:

Revisions:

DESIGNER: JH

DRAWN BY: JAJ

Professional Engineer Seal: 50291 DANIEL B. AUXIER, ARIZONA, U.S.A., Expires: 12/31/2018

Job No. 15-296

PP02

Sheet No. 3 of 5

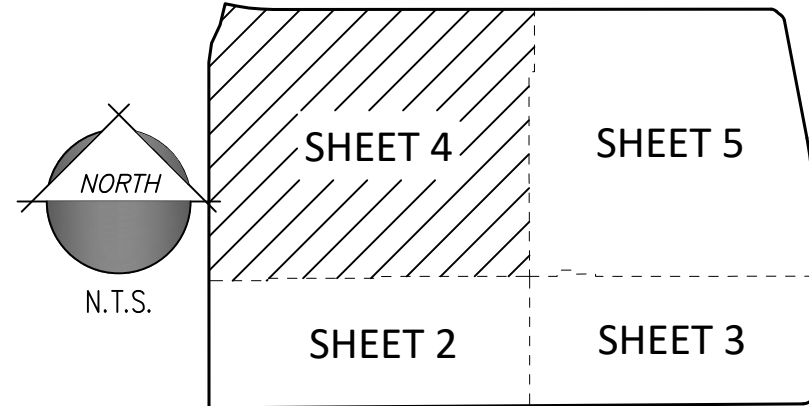
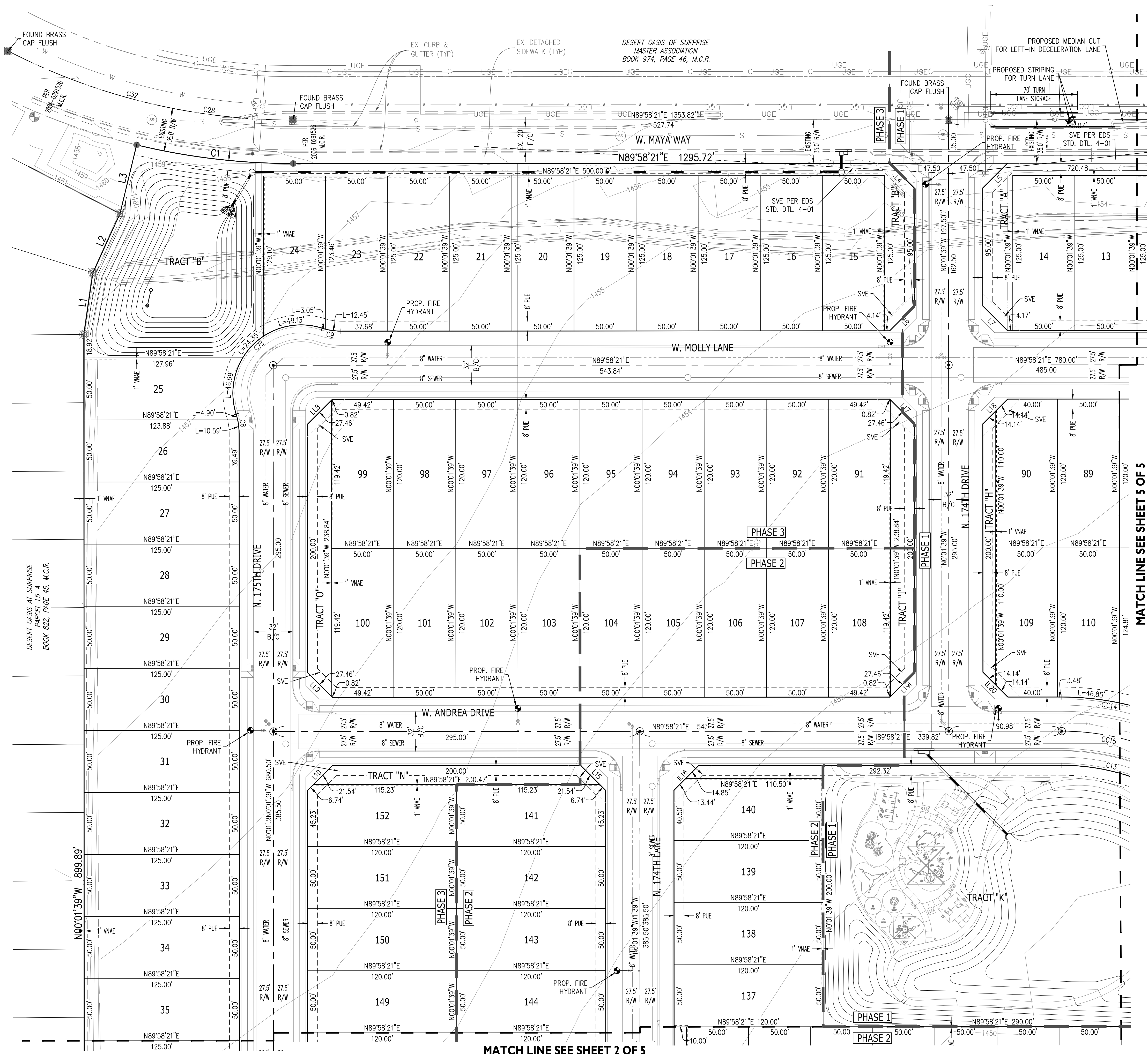
Cortana at Desert Oasis

Surprise, Arizona

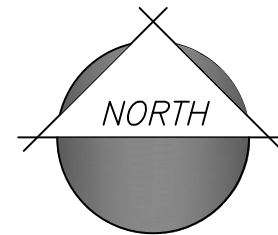
Preliminary Plat

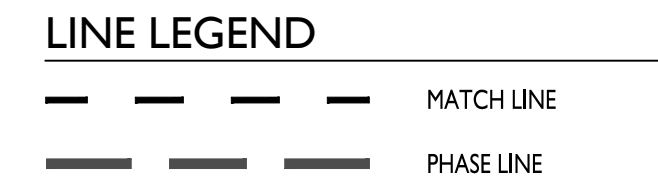
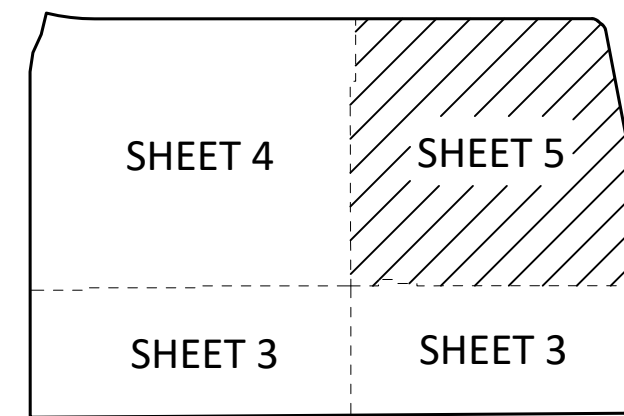
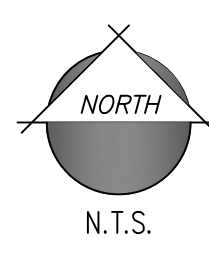
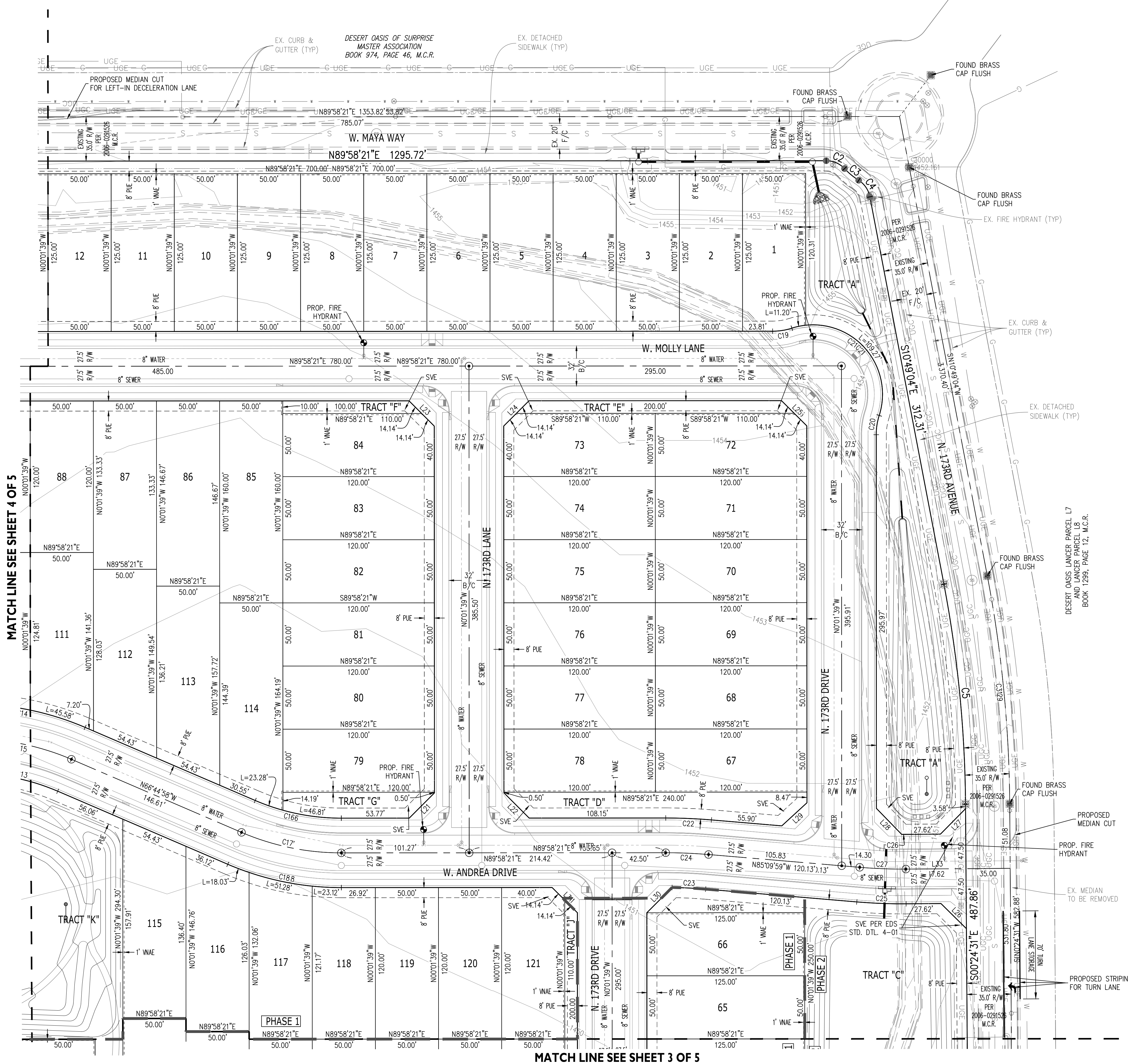
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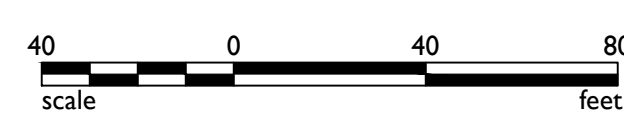
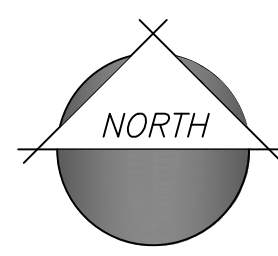


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www.epsgroupinc.com

EPS GROUP

Project:
Cortana at Desert Oasis
Surprise, Arizona

Revisions:

DATE	DESCRIPTION	BY	CHKD
JANUARY 25, 2018	1ST PRELIMINARY PLAT SUB.		
MAY 11, 2018	2ND PRELIMINARY PLAT SUB.		
JUNE 13, 2018	3RD PRELIMINARY PLAT SUB.		

Designer: JH
Drawn by: JAJ

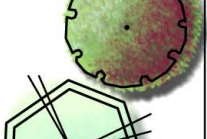
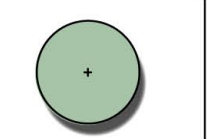
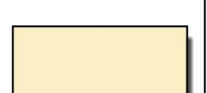
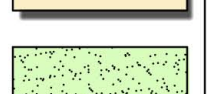
Professional Engineer
50291
DANIEL B. AUXIER
DESIGNED 06-13-18
ARIZONA, U.S.A.

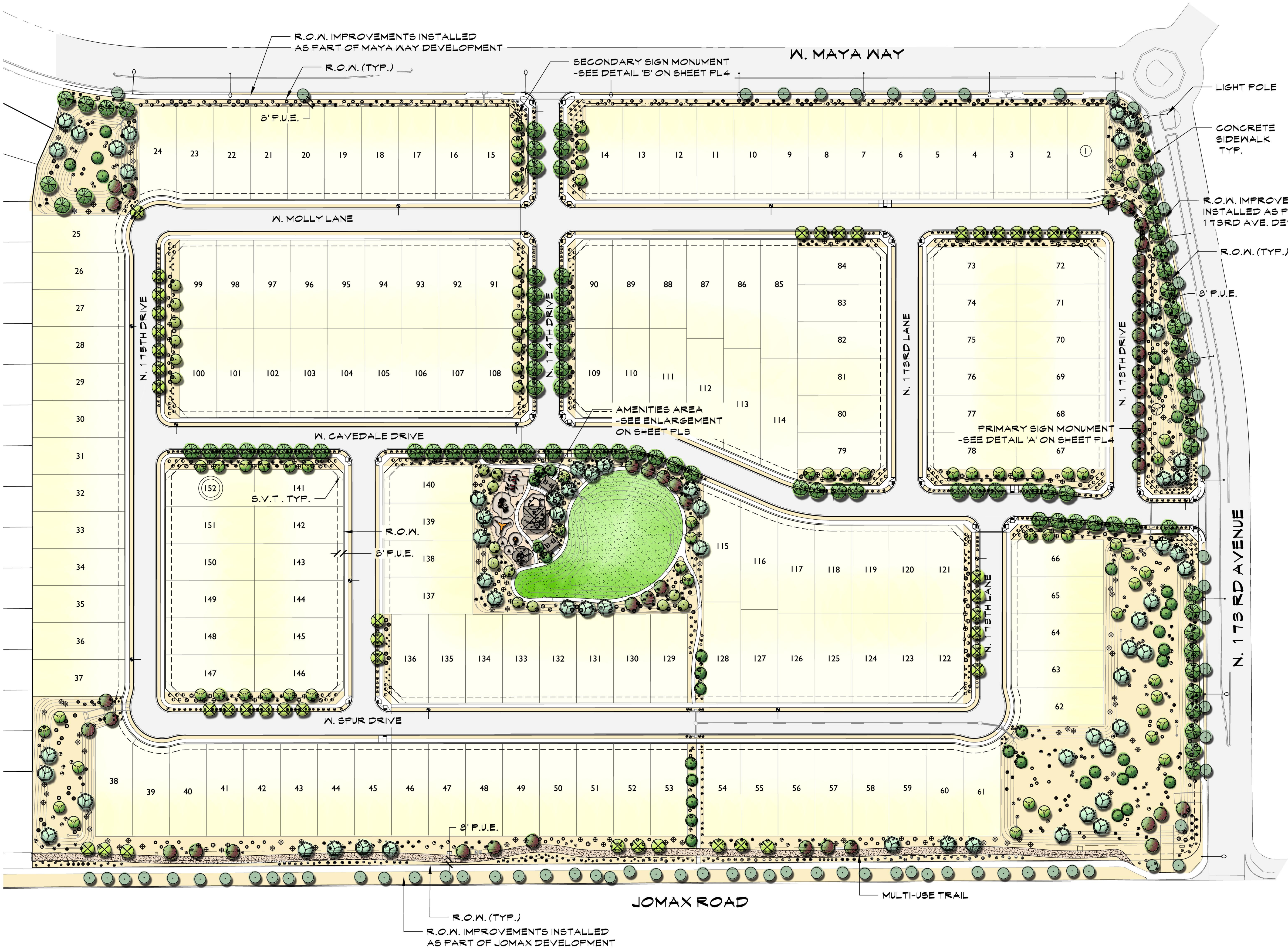
Expires: 12/31/2018

Job No.
15-296

PP04

Sheet No.
5 of 5

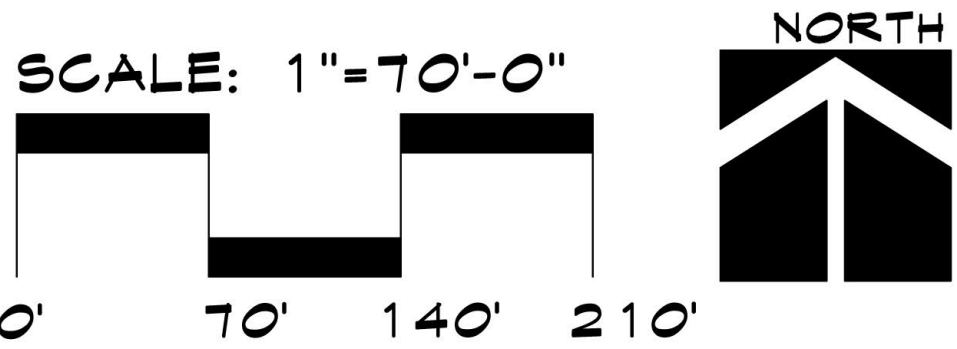
PLANT LEGEND				
SYMBOL	BOTANICAL NAME - COMMON NAME	QTY.	SIZE	COMMENTS
TREES				
	ACACIA ANEURA/ MULGA TREE	30	24" BOX	STANDARD
	ACACIA SALICINA/ WILLOW ACACIA	43	24" BOX	STANDARD
	CHILOPSIS LINEARIS/ DESERT WILLOW	43	24" BOX	STANDARD
	PARKINSONIA HYBRID 'AZT'/ 'AZT' THORNLESS PALO VERDE	53	24" BOX	STANDARD
	PISTACIA LENTISCUS/ MASTIC TREE	34	24" BOX	STANDARD
	PROSOPIS HYBRID 'RIO SALADO'/ 'RIO SALADO' MESQUITE	63	24" BOX	STANDARD
	QUERCUS VIRGINIANA 'HERITAGE'/ 'HERITAGE' LIVE OAK	93	24" BOX	STANDARD
* DENOTES APPROVED STREET TREE				
SHRUBS				
	CAESALPINIA PULCHERRIMA/ RED BIRD OF PARADISE	94	5 GAL	FULL CAN
	CALLIANDRA CALIFORNICA/ BAJA FAIRY DUSTER	39	5 GAL	FULL CAN
	LEUCOPHYLLUM sp. 'HEAVENLY CLOUD'/ 'HEAVENLY CLOUD' SAGE	122	5 GAL	FULL CAN
	LEUCOPHYLLUM sp. 'LYNN'S LEGACY'/ 'LYNN'S LEGACY' SAGE	109	5 GAL	FULL CAN
	RUELLIA PENINSULARIS/ BAJA RUELLIA	56	5 GAL	FULL CAN
	TECOMA sp. 'BELLS OF FIRE'/ BELLS OF FIRE	93	5 GAL	FULL CAN
	TECOMA sp. 'LYDIA'/ 'LYDIA' YELLOW BELLS	103	5 GAL	FULL CAN
	TECOMARIA CAPENSIS/ CAPE HONEYSUCKLE	63	5 GAL	FULL CAN
	XYLOSMA sp. 'COMPACTA'/ COMPACT XYLOSMA	73	5 GAL	FULL CAN
ACCENTS				
	AGAVE SHARKSKIN/ SHARKSKIN AGAVE	161	5 GAL	FULL CAN
	HESPERALOE FUNIFERA/ GIANT HESPERALOE	130	5 GAL	FULL CAN
	HESPERALOE PARVIFOLIA/ RED YUCCA	215	5 GAL	FULL CAN
	MUHLENBERGIA CAPILLARIS/ PINK MUHLY GRASS	143	5 GAL	FULL CAN
	MUHLENBERGIA RIGENS/ DEER GRASS	111	5 GAL	FULL CAN
GROUNDCOVERS				
	EREMOPHILA HYGROPHANA/ 'BLUE BELLS' EMU	171	5 GAL	FULL CAN
	EREMOPHILA PROSTRATA/ 'OUTBACK SUNRISE' EMU	149	5 GAL	FULL CAN
	LANTANA sp. 'NEW GOLD'/ 'NEW GOLD' LANTANA	169	5 GAL	FULL CAN
	LANTANA sp. 'NEW RED'/ 'NEW RED' LANTANA	223	5 GAL	FULL CAN
EXISTING MATERIAL				
	EXISTING TREE	76		
	DECOMPOSED GRANITE SANTA FE GOLD, 2" MIN. DEPTH COVERAGE REQUIRED.	274, 243 SQ.FT		
	TURF 'MIDIRON' HYBRID BERMUDA SOD	23, 270 SQ.FT		



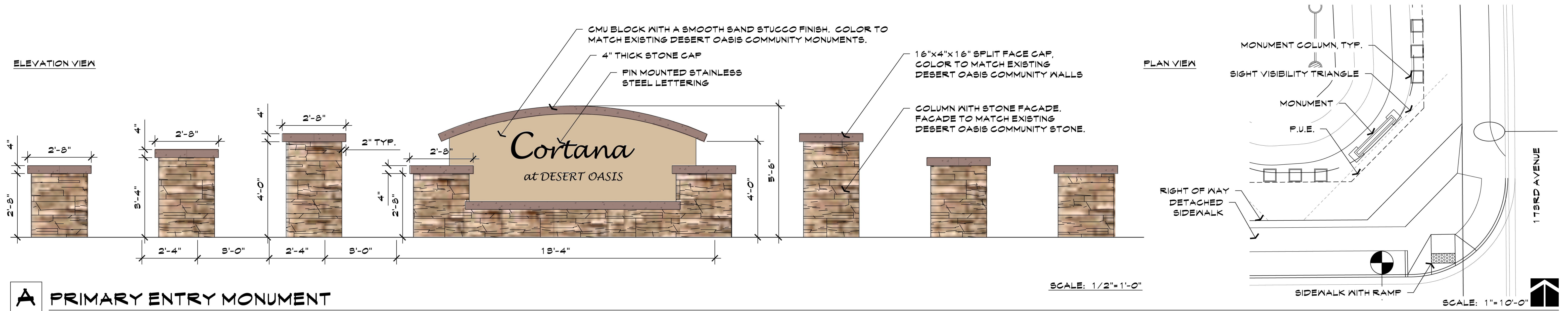
CORTANA
PRELIMINARY LANDSCAPE PLAN

SURPRISE, AZ
JANUARY 24, 2017

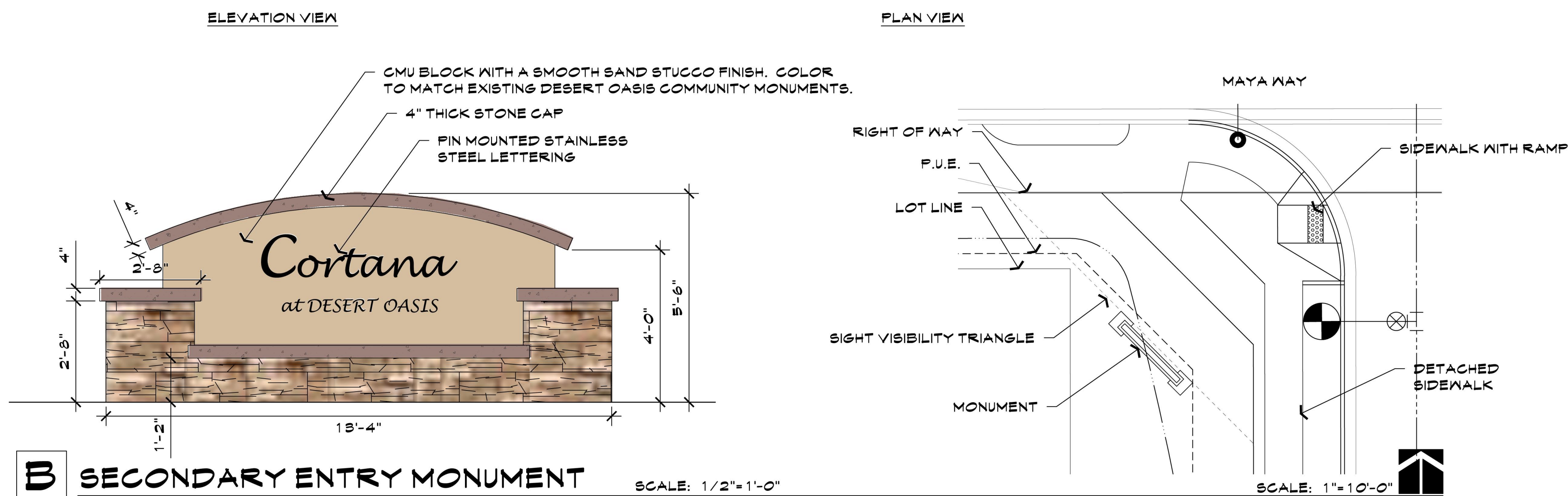
SHEET: PL 1



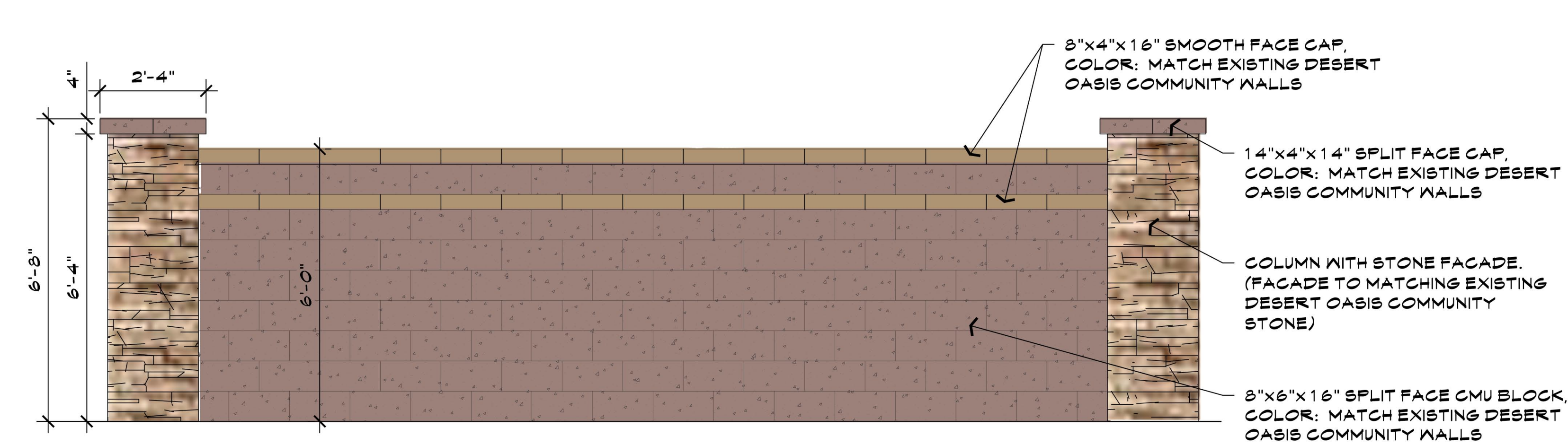




A PRIMARY ENTRY MONUMENT

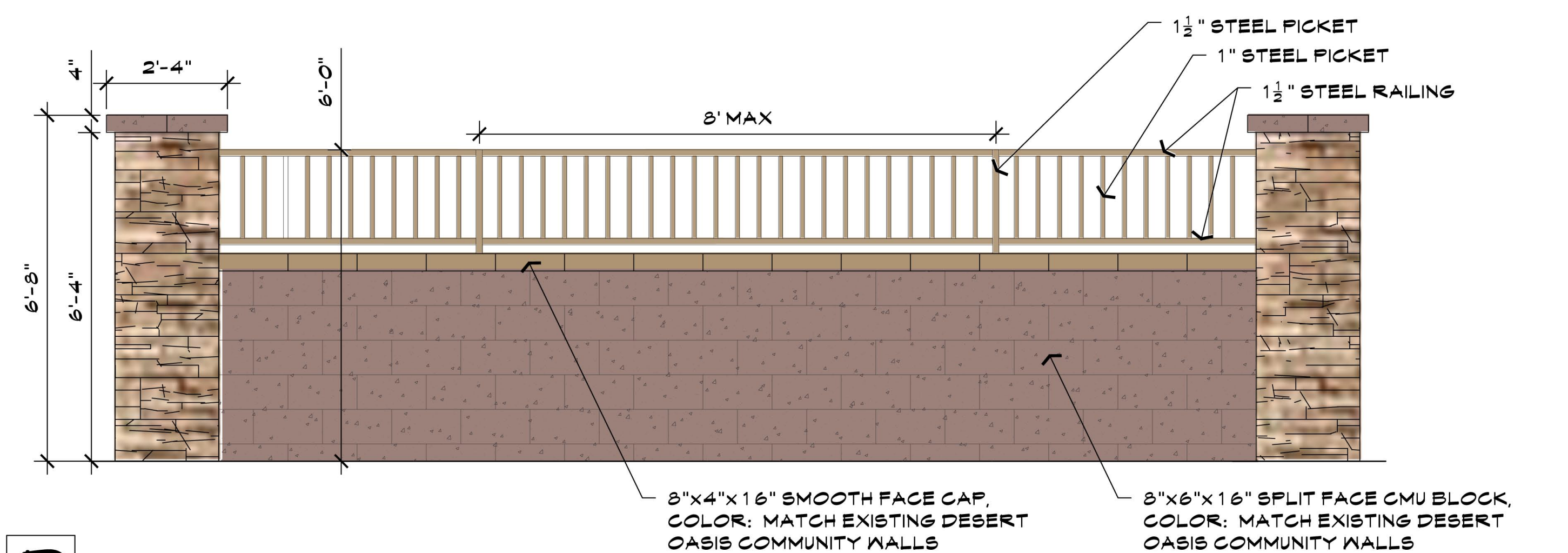


B SECONDARY ENTRY MONUMENT



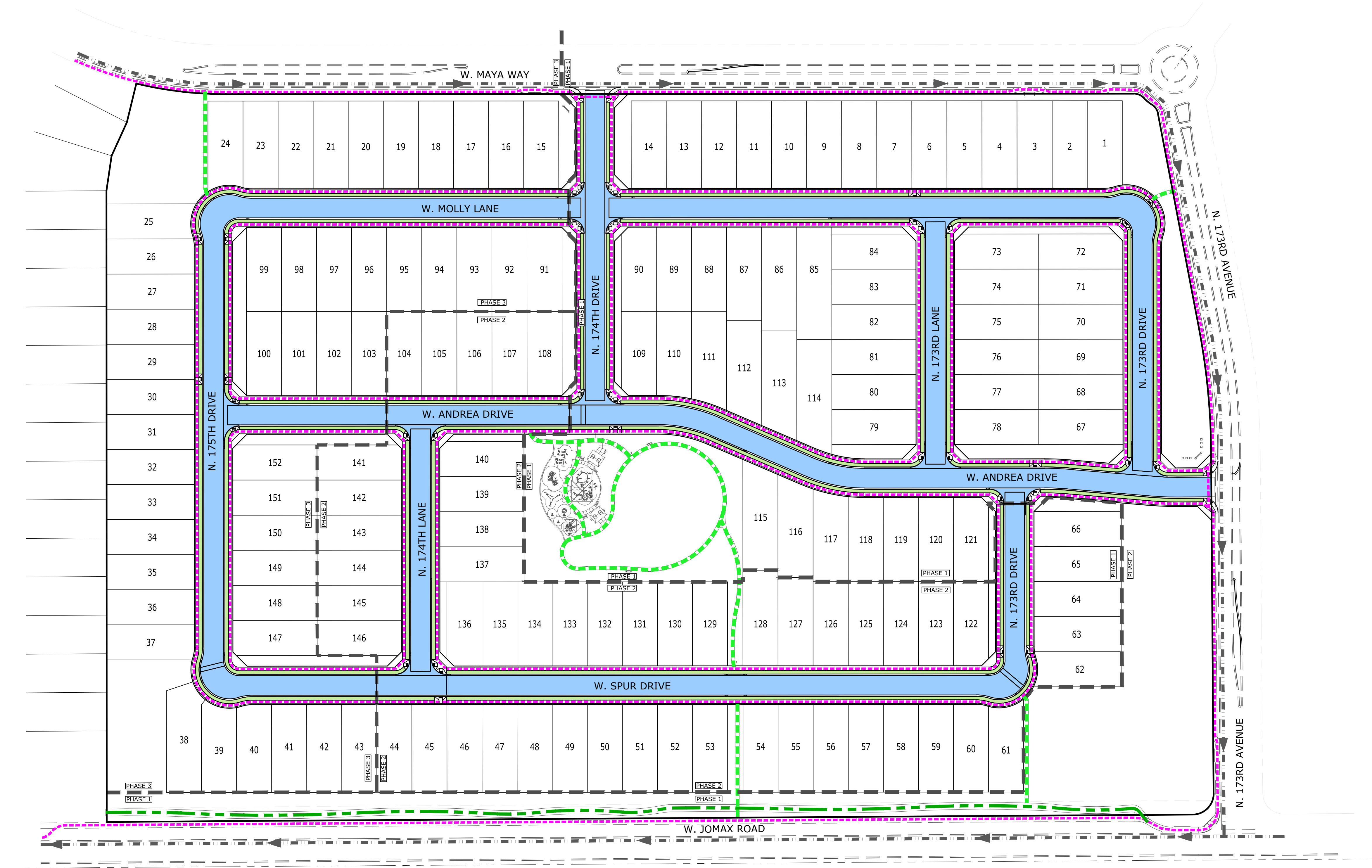
C PRIMARY THEME WALL & COLUMN

SCALE: 1/2"=1'-0"



D PARTIAL VIEW WALL

SCALE: 1/2"=1'-0"



LEGEND

- VEHICULAR CIRCULATION
- PEDESTRIAN CIRCULATION
- OPEN SPACE CIRCULATION
- 10' MULTI-USE TRAIL
- LANDSCAPE STRIP
- BIKE LANE
- PHASE LINE

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EPS

GROUP

Project:

Cortana at Desert Oasis
Surprise, Arizona

Revisions:

JANUARY 24, 2018 - 1ST PRELIMINARY PLAT SUB.	
MAY 11, 2018 - 2ND PRELIMINARY PLAT SUB.	

Call it! Meet two full working days before you begin excavation.

ARIZONA

STATE

Design:

JH

Drawn by:

JAJ

Preliminary
Not For
Construction
Or
Recording

Job No.

15-296

CP01

Sheet No.

1
of 1



**DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND**

7 February 2018

Mr. James R. Mitchell
Director, Community Initiatives Team
56th Fighter Wing
14185 West Falcon Street
Luke AFB AZ 85309-1629

Ms. Heather Donaldson
Development Services Specialist
City of Surprise Planning Department
16000 N. Civic Center Plaza
Surprise AZ 85374

Re: FS18-051; Cortana at Desert Oasis at Surprise

Dear Ms. Donaldson

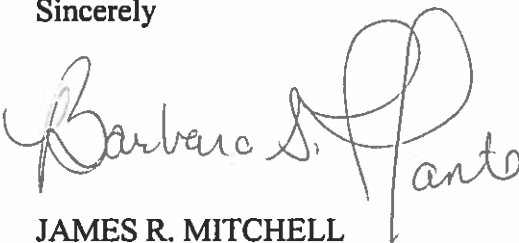
Thank you for the opportunity to provide comments on the Final Plat Application for Cortana at Desert Oasis at Surprise. The site is located on 36.89 acres at the northeast corner of 173rd Avenue and Jomax Road and is part of the larger Desert Oasis @ Surprise an 890 acre mixed-use pad. Plans call for the construction of 152 single residential dwelling units (du) with a density of 4.1 du/acre. The site is located approximately 1.7 miles outside the Luke AFB Auxiliary Field #1 2004 65 Ldn, "high noise or accident potential zone" as defined by A.R.S. § 28-8461, and outside the "territory in the vicinity of a military airport" also defined by A.R.S. § 28-8461.

Luke AFB follows the guidelines in the Graduated Density Concept (GDC). The GDC proposes, in the absence of a more restrictive state, county or municipal general or comprehensive plan, graduating densities away from the 65 Ldn as follows: a maximum of 2 du/acre from the 65 Ldn to 1/2 mile, a maximum of 4 du/acre from 1/2 to 1 mile, and a maximum of 6 du/acre from 1 to 3 miles. The density of 4.1 du/acre meets these guidelines.

This request, as stated in the application, will not negatively impact the flying operations at Luke AFB. Although Cortana at Desert Oasis will be located outside the "territory in the vicinity of a military airport," it will still be subjected to approximately 165 over flights a day, with some as low as 1,500 feet above ground level. We recommend you review the sound attenuation requirements found in A.R.S. § 28-8482. In addition, a strong notification program on the part of the applicant is essential to inform potential residents about Luke AFB operations.

If there are any questions, please contact my Community Planner, Ms. Barbara Plante at (623) 856-9981.

Sincerely

for 
JAMES R. MITCHELL

cc:

Colonel Michael S. Richardson, Vice Commander, 56th Fighter Wing

Ms. Cindy L. Calderon, GS-13, General and Environmental Law Attorney, 56th Fighter Wing

From: [Dennis Haley](#)
To: [Heather Donaldson](#)
Cc: [Vanessa Nunez](#)
Subject: FS18-051 Cortana at Desert Oasis PP & FP
Date: Wednesday, January 31, 2018 8:29:21 AM
Attachments: [image002.jpg](#)

RE: FS18-051
Cortana at Desert Oasis PP & FP
NW of Jomax Rd. & 171st Ave.

Attn: Heather Donaldson

Thank you for your notice for the above-referenced development.

After review, the development location is more than 1/4 mile from any ADOT proposed or existing highway facility. As such, ADOT has no comment.

Please feel free to contact me should you have any further questions. We appreciate the opportunity to review and comment.

Dennis Haley, SR/WA

Consultant

ADOT ROW Project Coordinator

Federal Lands Liaison

205 S. 17th Ave MD: 612E

Phoenix, AZ 85007

602-712-7432

WWW.AZDOT.GOV



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Cortana at Desert Oasis

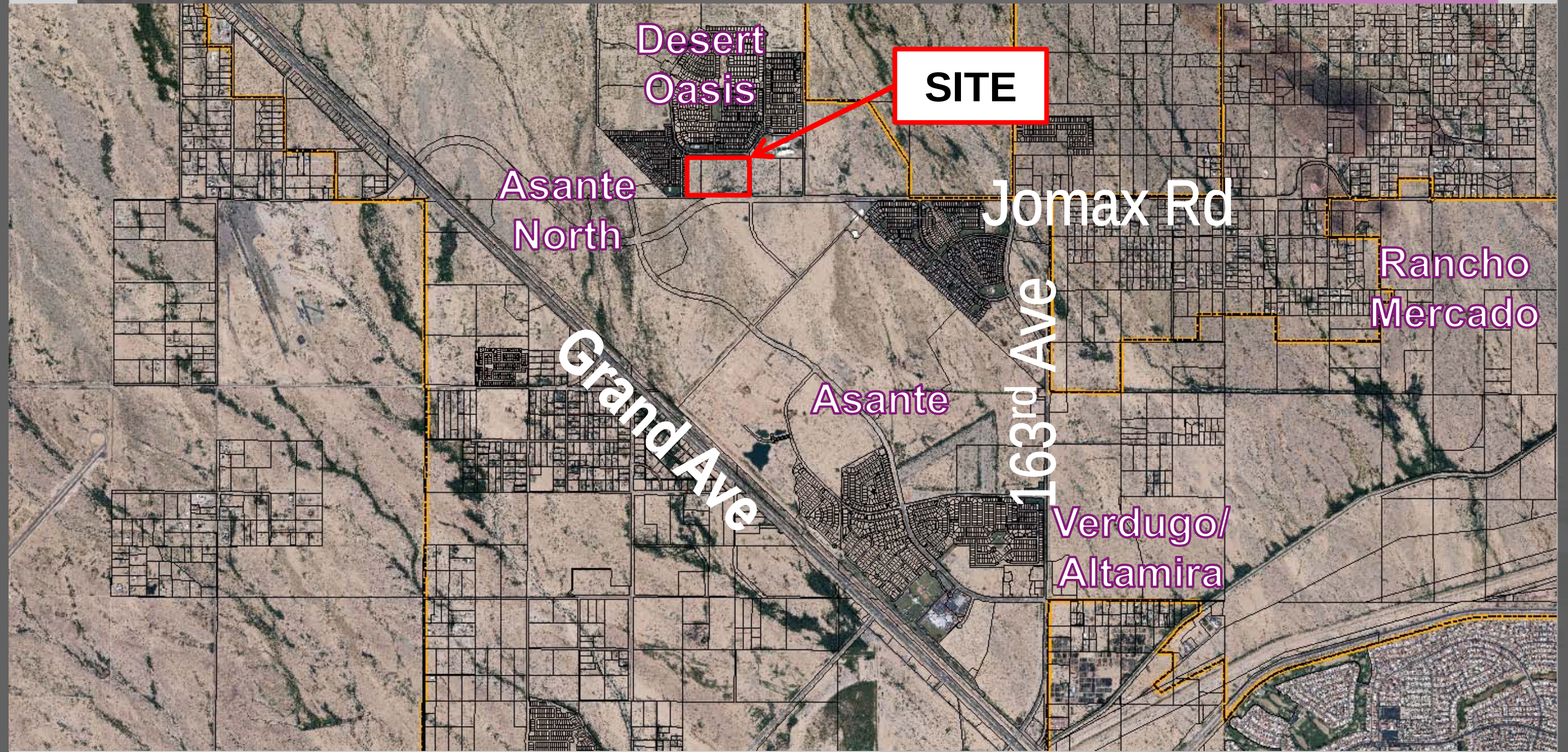
Preliminary Plat

FS18-051

Planning and Zoning Commission

August 2, 2018

VICINITY MAP



VICINITY MAP



Surrounding Zoning

PAD
Single
Family

PAD
Single
Family

PAD
OS

171st Ave

RL - 5

PAD
MDR

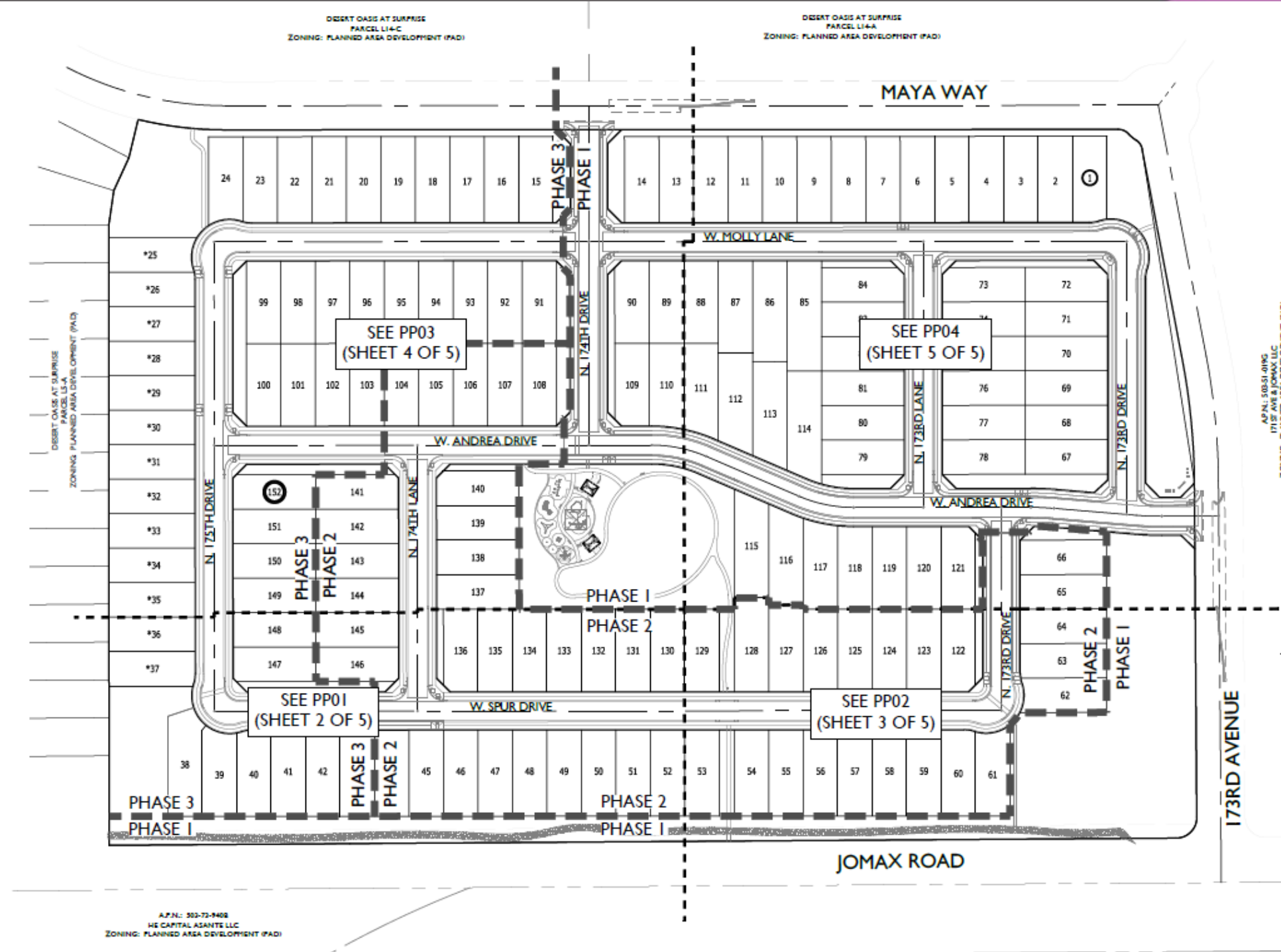
PAD MDR

PAD
C2

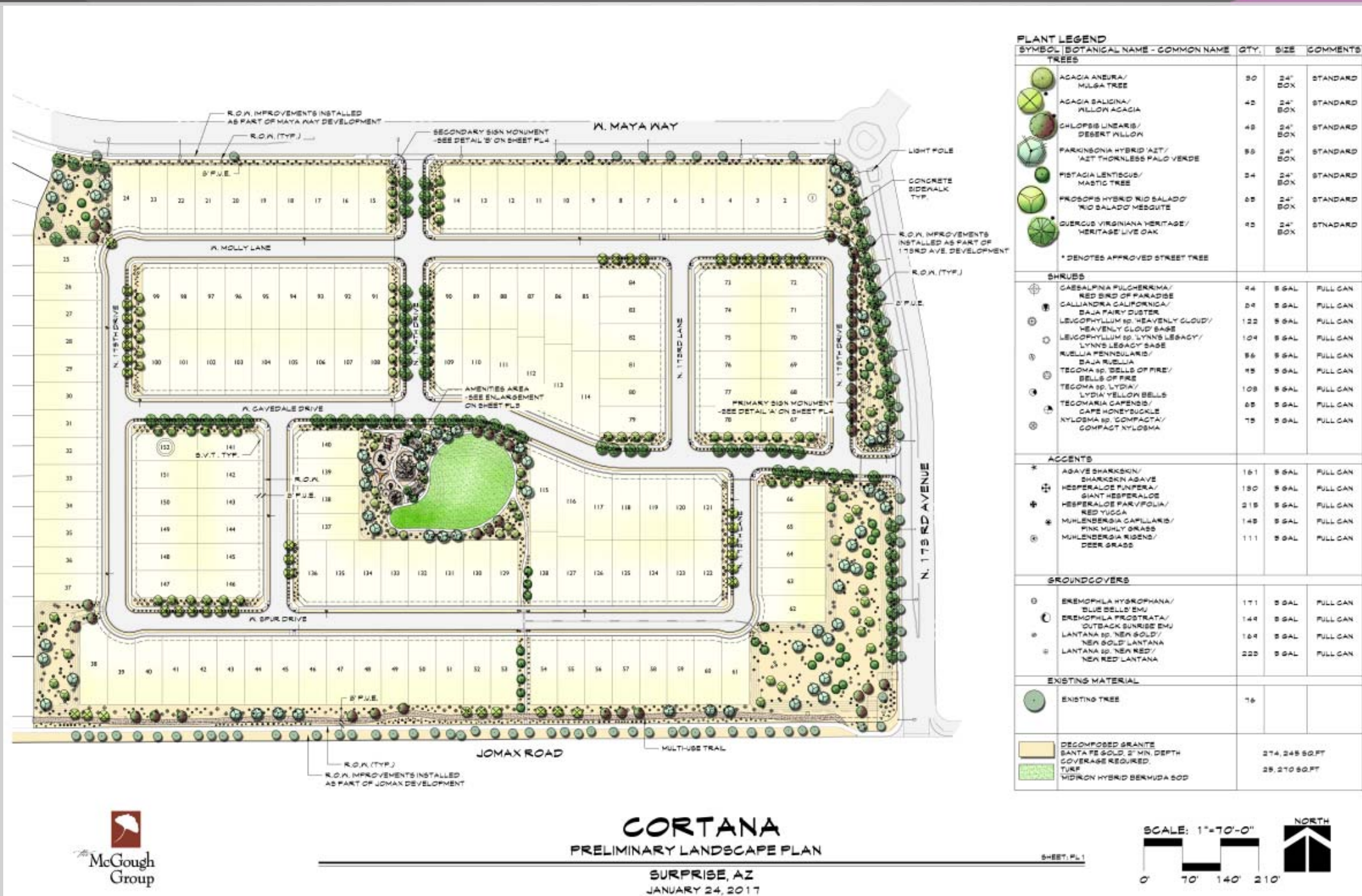
Jomax Rd

Asante - PAD
Single Family

Preliminary Plat



Landscape



Amenity Area

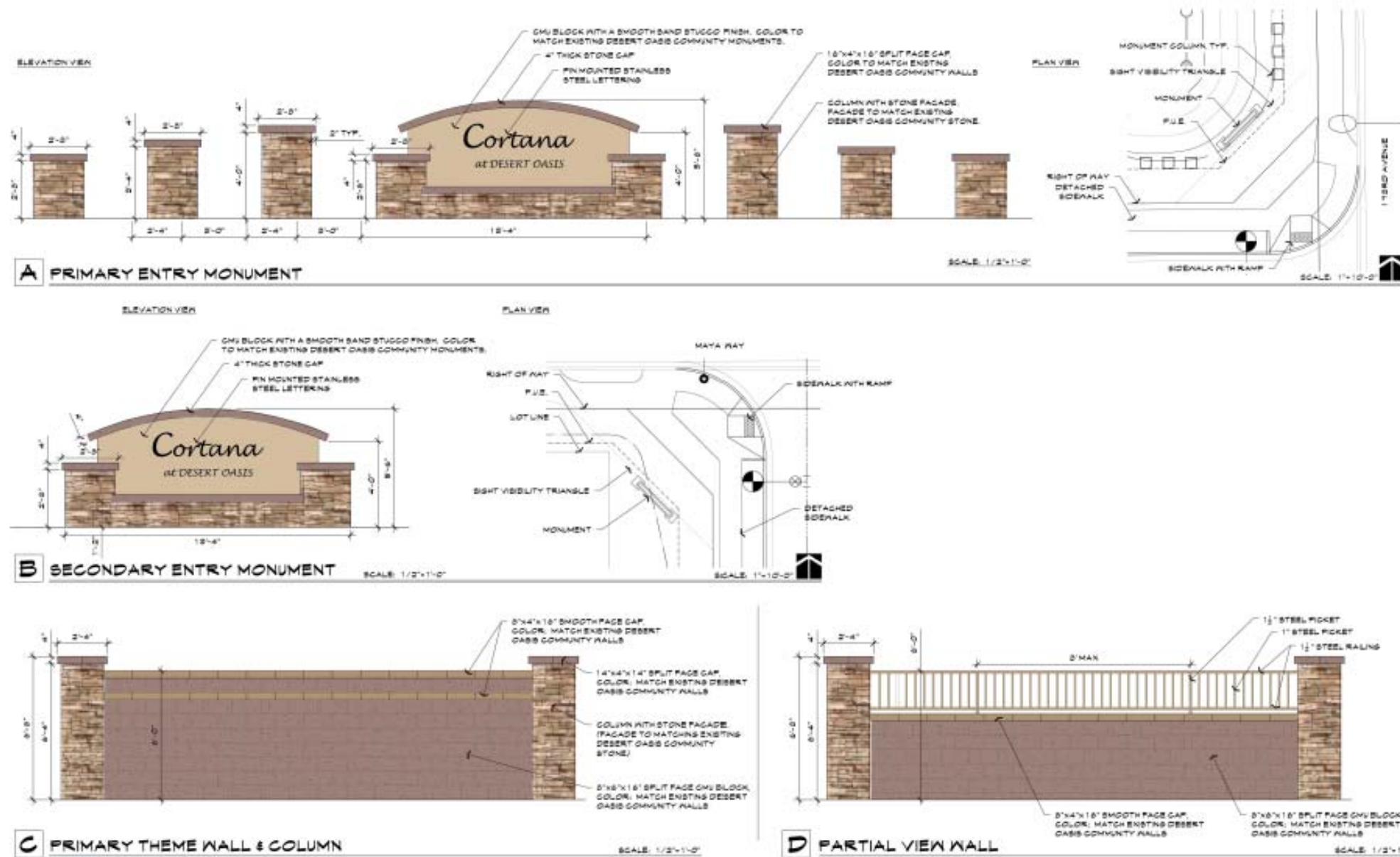


CORTANA
AMENITIES ENLARGEMENT
SURPRISE, AZ
JANUARY 24, 2011

SHEET PL3



Wall Plan



CORTANA
 MONUMENT & WALL DETAILS
 SURPRISE, AZ
 JANUARY 24, 2011

SHEET: PL-4



RECOMMENDATION

Staff recommends the P&Z Commission to Recommend Approval to the Mayor and City Council subject to Stipulations 'A' – 'C'.





SURPRISE

ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You



CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

[Back](#) [Print](#)

Board Meeting Date:	August 2, 2018	Contact Person:	Robert H. Kuhfuss - Community Development
Submitting Department:	CD Boards and Commissions	District:	2
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
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Agenda Wording:

Consideration and action regarding a Zone Change from Planned Area Development (PAD), Residential Ranch (RR), and Community Commercial (CC) to Residential High (RH-15) with a PUD Overlay.

Motion:

Move to recommend approval to the City Council subject to stipulations "a" and "b" as stated in the Staff Report.

Background:

The subject request involves the rezoning of approximately 20 acres of land generally located along the southwest side of Mountain View Boulevard near Carlin Drive from PAD, RR, and CC to RH-15 with a PUD Overlay to amend certain development standards and to limit density to 11.15 DU/Ac. The modified development standards relate to the maximum height, setbacks, buffering, building separation, and parking. In addition to the subject request, the applicant proposes a Final Plat, also being processed under FS18-171, which includes an associated right-of-way abandonment and will be heard by the City Council on an upcoming date. The applicant also proposes a related Site Plan under FS18-247, which is still under review and has not been scheduled for the Planning and Zoning Commission as of the writing of this report.

Financial Impact Statement:

All activity related to ongoing development of the City of Surprise has an economic and fiscal impact on the city and the region.

ATTACHMENTS:

[Click to download](#)

- ☐ [00 - Christopher Todd Collection at Mountain View Rezone, FS18-171, RFLS # 6331](#)
- ☐ [01 - Christopher Todd Collection at Mountain View Rezone, FS18-171, RFLS # 6331 - Vicinity Map](#)
- ☐ [02 - Christopher Todd Collection at Mountain View Rezone, FS18-171, RFLS # 6331 - Case Map](#)
- ☐ [03 - Christopher Todd Collection at Mountain View Rezone, FS18-171, RFLS # 6331 - Rezoning Narrative](#)
- ☐ [04 - CHRISTOPHER TODD COLLECTION AT MOUNTAIN VIEW REZONE FS18-171 #6331 - CITIZEN PARTICIPATION REPORT](#)
- ☐ [05 - Christopher Todd Collection at Mountain View Rezone, FS18-171, RFLS # 6331 - Luke AFB Comments](#)
- ☐ [06 - Christopher Todd Collection at Mountain View Rezone, FS18-171, RFLS # 6331 - Presentation](#)
- ☐ [08 - Christopher Todd Collection at Mountain View Rezone, FS18-171, RFLS # 6331 - Public Engagement Form](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Robert H. Kuhfuss, AICP

ZONE CHANGE

REPORT TO THE PLANNING AND ZONING COMMISSION

Case: FS18-171

Project Name: Christopher Todd Collection on Mountain View Rezone

Council Districts: 2 – Cottonwood
5 – Palm

Meeting Date: August 2, 2018

Planner: Robert H. Kuhfuss, AICP

Owner: Village Main Townhomes, LP, et. al.

Applicant: Andy Jochums of Beus Gilbert PLLC

Request: Zone Change from Planned Area Development (PAD), Residential Ranch (RR), and Community Commercial (CC) to Residential High (RH-15) with a PUD Overlay

Site Location: Generally located along the southwest side of Mountain View Boulevard near Carlin Drive

Site Size: 22 acres

Density: 11.15 DU/Ac.

General Plan Conformance: The proposal is consistent with the Surprise General Plan 2035

Support/Opposition: None known

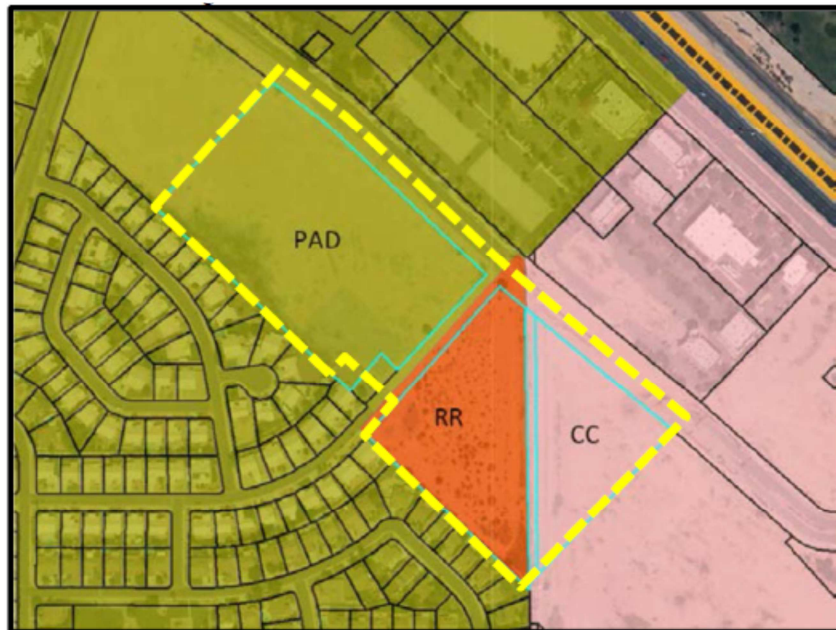
Staff Recommendation: Approve, subject to stipulations 'a' and 'b'

Project Description:

The subject request involves the rezoning of approximately 20 acres of land from PAD, RR, and CC to RH-15 with a PUD Overlay to amend certain development standards and to limit density to 11.15 DU/Ac. The modified development standards relate to the maximum height, setbacks, buffering, building separation, and parking. In addition to the subject request, the applicant proposes a Final Plat, also being processed under FS18-171, which includes an associated right-of-way abandonment and will be heard by the City Council on an upcoming date. The applicant also proposes a related Site Plan under FS18-247, which is still under review and has not been scheduled for the Planning and Zoning Commission as of the writing of this report.

Existing Zoning:

The following map and associated chart depict the existing zoning of the subject site and its surrounds.



PAD (Park Place)	PAD (Park Place) and Community Commercial (CC)	PAD (Park Place) and Community Commercial (CC)
PAD (Park Place)	PAD, Residential Ranch (RR), and Community Commercial (CC)	PAD (Park Place) and Community Commercial (CC)
PAD (Park Place)	PAD (Park Place) and Community Commercial (CC)	Community Commercial (CC)

Background:

August 8, 1996: The City Council approved the original Park Place PAD under case PAD91-001. Parcel 6 of said PAD anticipated 14.5 acres of R-3 Multi-Family development at up to 20 DU/Ac. A portion of Parcel 6 is included in the subject site.

October 4, 1997: The Council approved a Major PAD Amendment under case PADA95-049 for the purpose of revising the land use plan. Said approval included a stipulation requiring a minimum of 3.5 acres of recreation / open space to be distributed along the southern boundary of Parcel 6 and the western boundary of Parcel 1 to serve as a buffer between the single-family and multi-family development. This stipulation is not contemplated with the subject request due to the single-story nature of the proposed development and the reduction in density from what was originally approved.

June 3, 2009: Staff approved a Minor PAD Amendment under case PADA09-048 for the purpose of removing Lot 11 from the Park Place PAD and incorporating said lot into the Sun City Grand PAD. This Minor PAD Amendment has no bearing on the subject request, but is included here for historical purposes.

August 30, 2017: Carolyn Oberholtzer, of Bergin, Frakes, Smalley and Oberholtzer, on behalf of Village Main Townhomes LP, filed a request for a Zone Change covering a portion of the subject site to accommodate a cottage type rental community similar to that contemplated under the subject request under case FS17-510, which is on hold pending the outcome of the subject request.

March 13, 2018: The applicant filed a request for a Zone Change and companion Final Plat / Right-of-way abandonment under case FS18-171, the subject case. The Zone Change request will be heard by both the Planning and Zoning Commission and the City Council, while the Final Plat / Right-of-way abandonment will only be heard by the Council.

May 4, 2018: The applicant filed a request for a Major Site Plan under case FS18-247, which is still under review as of the writing of this report.

Citizen Outreach:

The site was posted and advertised in accordance with the SUDC and state statute on two (2) separate occasions. A Citizen Outreach meeting was held on October 23, 2017 to discuss the original proposal, which did not include the abandonment of the Carlin Drive ROW or the rezoning of the property to the southeast. The applicant held a second Citizen Outreach meeting on June 4, 2018 to discuss the larger project and the right-of-way abandonment. Both meetings were well attended and a summary of the second meeting is included as an attachment to this report.

Analysis and Discussion:

The requested Zone Change anticipates the development of a cottage style rental community as shown on the Conceptual Site Plan included as Exhibit 1 of the zoning narrative; however, this is for informational purposes only as the official Site Plan is still under review as of the writing of this report. Once the related Site Plan is through the review process, staff will bring said site plan to the Commission for review and consideration.

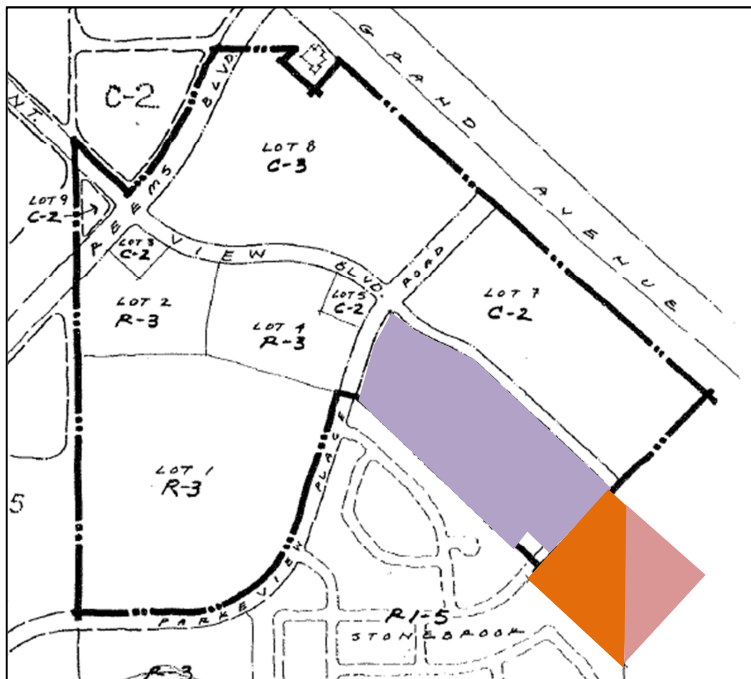
In order to accommodate the proposed rental community, the property must be rezoned from its current zoning to RH-15 with a PUD Overlay. The PUD Overlay amends the development standards as shown in the following table taken from Page 10 of the narrative, which includes the aforementioned 11.15 DU/AC cap on overall density.

<u>PUD Overlay – Development Standards</u>		
Christopher Todd on Mountain View Standards		
Standard	Existing RH-15 Conventional Character Pattern Requirement	Proposed PUD Modifications
Maximum Dwelling Units per Gross Acre	15 du/ac	11.15 du/ac (223 units max)
Maximum Height	35 feet (3 stories)	16 ft./1 story for primary buildings 20 ft./1 story for accessory buildings (office, fitness center, etc.) ⁽¹⁾
Minimum Building Setbacks: - Front - Side - Rear	30 feet 10 feet 30 feet	30 feet* ⁽²⁾ 10 feet* 20 feet
Minimum Landscape Buffers: - Adjacent to Street (Mountain View)	25 feet	15 feet ⁽³⁾
- Adjacent to RM and RL	24 feet	Zero feet ⁽⁴⁾
- Adjacent to Commercial and other Districts	10 feet	Zero feet ⁽⁴⁾
Minimum Building Separation (one story buildings)	25 feet	10 feet
Bike Parking - Residential - Leasing Office	0.5 per dwelling 1 per 20 vehicle spaces	Zero per dwelling 1 per 20 vehicle spaces*
*Standard RH-15 Requirement. No Modification requested, listed for ease of reference. ⁽¹⁾ If an entry portico is provided, it shall be allowed at a height up to 30 feet for adequate emergency vehicles ingress and egress as well as appropriate architectural rooflines to match the primary buildings. ⁽²⁾ For the purpose of SUDC section 122-136(b)(15)(d)(1), which discusses wall placement, the front yard shall be measured 15' from the Mountain View Road property line and not the full 30' building setback. ⁽³⁾ In addition to the 15 foot landscape buffer located outside of the perimeter wall, a minimum 15 foot deep private yard shall be provided with at least one tree per yard to act as additional buffering. ⁽⁴⁾ Minimum 20 foot deep private yards shall be provided with at least one tree per yard to act as buffering.		

Case FS18-171 also includes a Final Plat with associated right-of-way (ROW) abandonment for that portion of Carlin Drive adjacent to the site. The rationale for the ROW abandonment is to provide continuity between the northwest end and the southeast end of what would otherwise be a bifurcated project. The Commission will not be reviewing the Final Plat or the ROW abandonment; however, staff believes this information may be of interest to the Commission. Note that several easements lie within the area of the current ROW, which will be preserved in place, with a pedestrian promenade to exist along that corridor.

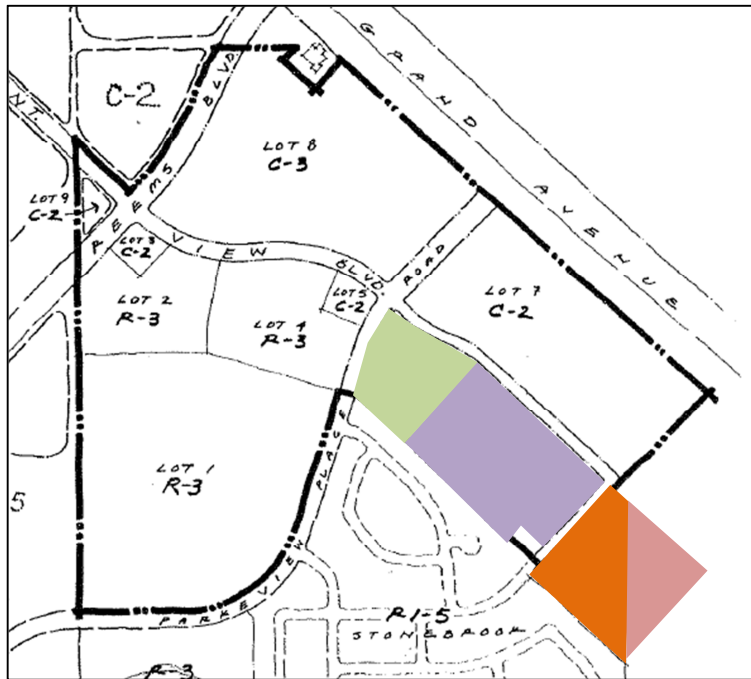


As noted in the correspondence from Luke AFB, at 11.15 DU/Ac., the project does not meet their Graduated Density Concept (GDC), which seeks residential density of no more than 6 DU/Ac; however, the Park Place PAD shows Lot 6 as being approximately 14.5 gross acres with a maximum density of 20 DU/Ac. for a total of 290 dwelling units, which far exceeds the GDC. The subject proposal also includes three (3) adjacent parcels that are currently zoned RR and CC, and collectively occupy approximately 9.5 acres. If these three (3) parcels were to seek a zone change independently of the subject proposal, each would likely be capped at 6 DU/Ac. in keeping with the GDC for a total of 57 dwelling units over those three (3) parcels. Combined with the aforementioned 290 dwelling units, this configuration would generate 347 dwelling units over 24 acres for an overall density of 14.46 DU/Ac.



	Land Mass	Density	Yield
Lot 6	14.5 Ac.	20 DU/Ac.	290 DU
Residential Ranch (RR portion)	5.2 Ac.	6.0 DU/Ac.	31 DU
Community Commercial (CC) portion	4.3 Ac.	6.0 DU/Ac.	26 DU
Total	24.0 Ac.	14.56 DU/Ac.	347 DU

While the subject proposal seeks to increase the density of the aforementioned RR and CC properties to 11.15 DU/Ac. the subject proposal also seeks to reduce the density of a 10.4 acre portion of Lot 6 to 11.15 DU/Ac. This configuration would equate to 304 dwelling units over the same 24-acre land mass, with a net reduction of 43 dwelling units, for an overall density of 12.67 DU/Ac. While this still exceeds the GDC, staff feels the overall reduction in density serves to benefit Luke AFB , while advancing the goals of the General Plan with respect to the TOD District.



	Land Mass	Density	Yield
Lot 6 (CTC@MV portion)	10.4 Ac.	11.15 DU/Ac.	116 DU
Lot 6 (remainder portion)	4.1 Ac.	20.0 DU/Ac.	82 DU
Residential Ranch (RR portion)	5.2 Ac.	11.15 DU/Ac.	58 DU
Community Commercial (CC) portion	4.3 Ac.	11.15 DU/Ac.	48 DU
Total	24.0 Ac.	12.67 DU/Ac.	304 DU

Utility and Services Table:

Electric:	Arizona Public Service
Water:	EPCOR
Wastewater:	City of Surprise
Refuse:	City of Surprise
Natural Gas:	Southwest Gas
Irrigation:	Maricopa Water District
Schools:	Dysart USD

[Continued on following page.]

161 **Conformance with Adopted Plans:**

162
163 **Surprise General Plan 2035:** The Surprise General Plan 2035 shows the subject property as lying
164 partially within the Neighborhood Character Area and partially within the Commerce and Office
165 Character Area, both of which supporting multi-family residential development at densities greater
166 than 8 DU/Ac. The subject proposal contemplates up to 223 dwelling units, which equates to 11.15
167 DU/Ac overall. As such the proposed zoning most closely aligns with the Urban Neighborhood type
168 and is consistent with the General Plan in this regard. Further, the subject property lies within the
169 Transit Oriented Development (TOD) District, which seeks more intense residential development
170 with opportunities for multi-modal transportation options. The subject request aligns with these
171 goals as well, especially taking into consideration the pedestrian promenade that will cross the
172 subject site in the general location of the existing Carlin Drive ROW.

173
174 **Reviewing Agencies:**

175
176 **Flood Control District of Maricopa County (FCDMC):** In an email dated April 3, 2018, the FCDMC
177 indicated no objections to the request.

178
179 **Maricopa Water District (MWD):** In an email dated April 10, 2018, MWD indicated the proposed
180 development is subject to two (2) separate Development Agreements.

181
182 **Arizona Department of Transportation (ADOT):** In an email dated April 3, 2018, ADOT indicated
183 the proposed development would have an impact on U.S. 60, which may trigger the need for a
184 Traffic Impact Study.

185
186 **Luke Air Force Base (LAFB):** In a letter dated April 9, 2017 (attached), LAFB indicated the subject
187 development does not meet their Graduated Density Concept and would have a negative effect on
188 flight operations.

189
190 **Summary:**

191
192 The applicant seeks a Zone Change over the subject property, and seeks relief from certain aspects
193 of the SUDC through the PUD Overlay. The applicant also seeks through separate action the
194 abandonment of the segment of Carlin Drive adjacent to the site for the purpose of avoiding an
195 otherwise bifurcated site, but has committed to providing limited public access through the site in
196 the general area of said right-of-way in keeping with the General Plan's TOD designation of the site.

197
198 **Findings:**

- 199
200
 - The proposed Zone Change is consistent with the Surprise General Plan 2035.
 - The proposed development standards will allow the property to be reasonably developed.
 - There are no objections to the request.

201
202
203
204

Recommendation:

Based on the findings noted above, staff recommends the Commission move to recommend **approval** of the subject rezone request to the City Council, subject to stipulations 'a' and 'b' as outlined below:

- a. Development and use of the site shall be consistent with the Zone Change Narrative entitled "Christopher Todd Communities Mountain View Rezoning Narrative RH-15 with PUD Overlay", stamped received June 26, 2018.
- b. Non-compliance with the stipulations of approval of this case will be treated as a violation in accordance with the provisions of Article XIV of the Surprise Unified Development Code.

However, should the Commission wish to recommend denial of the request, the Commission should make its own findings and base its decision on those alternative findings.

Attachments:

- 01 Vicinity Map
- 02 Case Map
- 03 Project Narrative
- 04 Citizen Outreach Report
- 05 Luke AFB comments

Vicinity Map

FS18-171





Subject Site

White Horse
Trail

Case Map

FS18-171



Mountain View

Rezoning Narrative RH-15 with PUD Overlay

Mountain View Blvd – between Parkview Place and Grand Avenue

Submitted By/Applicant:
Beus Gilbert PLLC
Paul Gilbert & Andy Jochums
701 N 44th Street
Phoenix, AZ 85008
480-429-3000

Case # FS18-171

Submitted: March 30, 2018

Revised: June 1, 2018

Revised June 22, 2018

Development Team

Property Owners

Village Main Townhomes LP
8145 E Indian Bend Road
Suite 100
Scottsdale AZ 85250

Donna-Linda LLC
10887 E Gold Dust Avenue
Scottsdale, AZ 85259

Don Crampton Trust
10887 E Gold Dust Avenue
Scottsdale, AZ 85259

Developers

Christopher Todd Communities
2600 N 44th Street
Suite 200
Phoenix, AZ 85008

WestStone Group
8502 E Via de Ventura
Suite 122
Scottsdale, AZ 85258

Builder

Hancock Communities
2600 N 44th Street
Suite 100
Phoenix, AZ 85008

Engineer

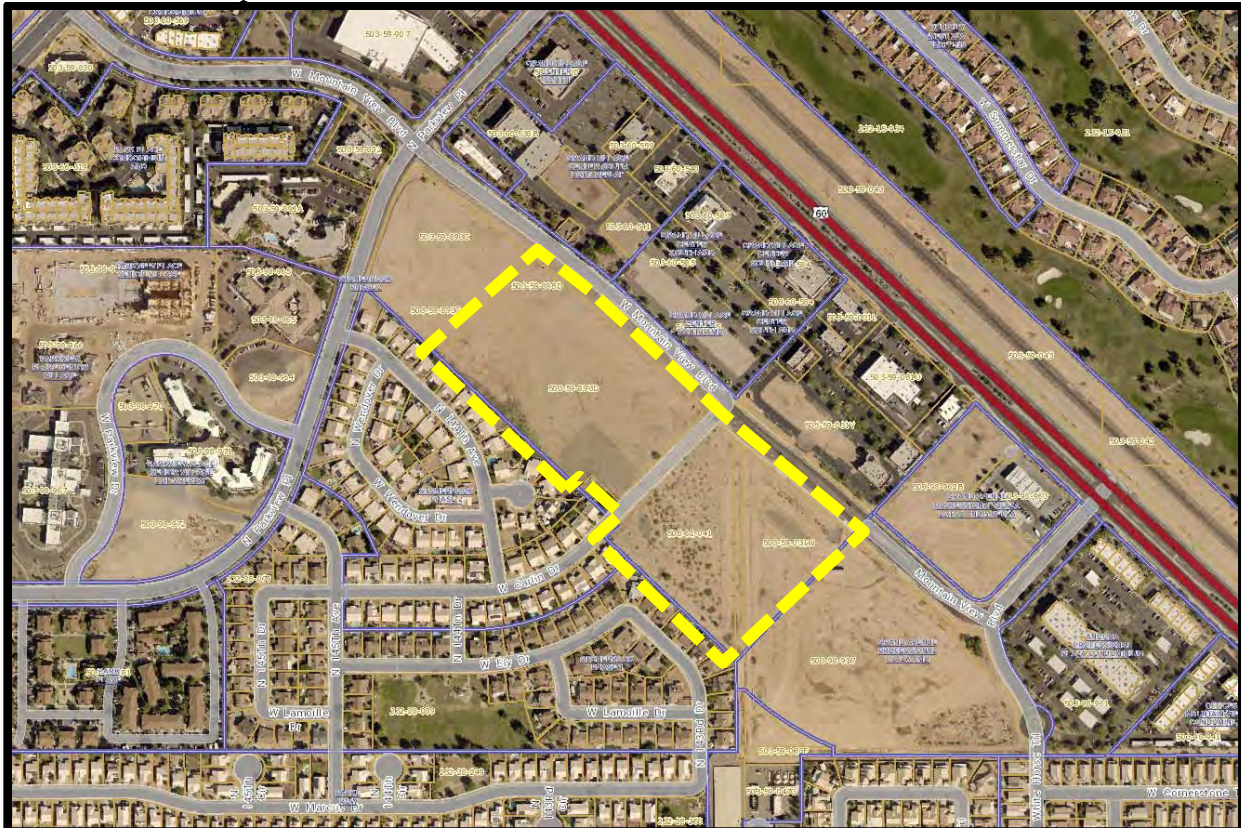
Westland Resources
2020 N Central Avenue
Suite 695
Phoenix, AZ 85004

Introduction

On behalf of the property owners, as well as Christopher Todd Communities and the WestStone Group, we are requesting approval of rezoning on approximately 20 gross acres located along Mountain View Boulevard between Parkview Place and Grand Avenue, specifically a rezone from PAD (10.4ac), Residential Ranch (5.2ac) and Community Commercial (4.3ac) to RH-15 (Residential High Density) with a PUD Overlay to allow for modified development standards. Rezoning will allow this long-vacant property to be developed as Christopher Todd Communities on Mountain View (“CTC on Mountain View”).

While multi-family in zoning, with multiple dwelling units on a single parcel, Christopher Todd Communities functions more like a grouping of attached and detached single-family buildings and are akin to a compact single family subdivision offering central amenities. Unlike the typical vertical apartment complexes that are two or more stories, horizontal communities are single story and in the case of CTC on Mountain View, are small luxury homes that are for rent. Buildings are grouped to create intimate courtyards, anchored by shade trees to support healthy neighborhood interaction.

Aerial Context Map



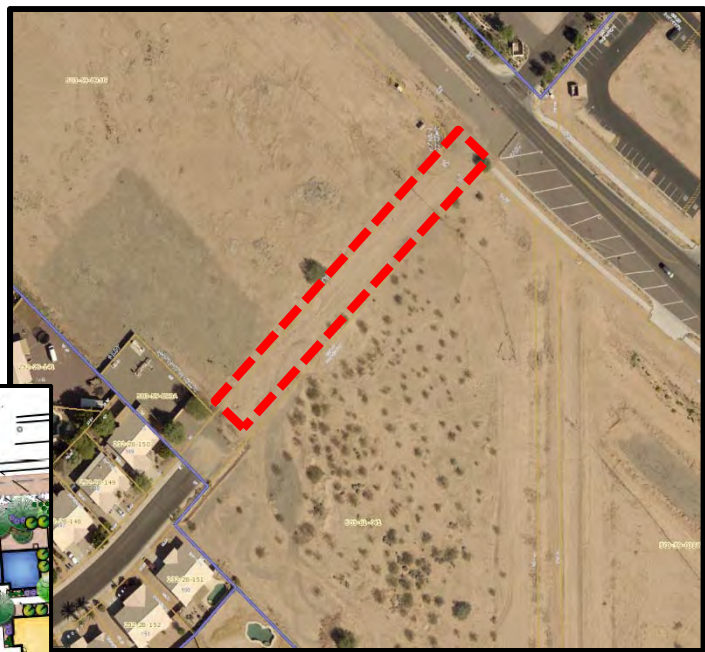
Site Location and Conditions

The subject 20 acres is located along the southwest side of Mountain View Boulevard and fills the gap between the existing single family residential within the Stonebrook subdivision and the commercial on the north side of Mountain View, along Grand Avenue.

Homes within Stonebrook were constructed commencing in the mid-1990s and the commercial to the northeast started developing in the early 2000s. The subject property has therefore sat vacant for a number of years and build-out of this infill property should be encouraged.

Carlin Drive

In the middle of the subject property is a 500' long section of unimproved Carlin Drive right-of way that we are requesting be abandoned by the City as a part of a Final Plat companion to this rezoning request. This right-of-way was dedicated to Surprise in 1997 and construction of a roadway or sidewalks has never occurred in the ensuing two decades.



Within CTC on Mountain View, as demonstrated by the Preliminary Landscape Plan (detail provided to the left), the non-vehicular connectivity that would have been provided by the Carlin Drive extension will remain as a public walkway through CTC on Mountain View. This walkway will be available 8am to 9pm and will allow residents of Stonebrook the ability to traverse to Mountain View Boulevard to reach retail, services, and restaurants.

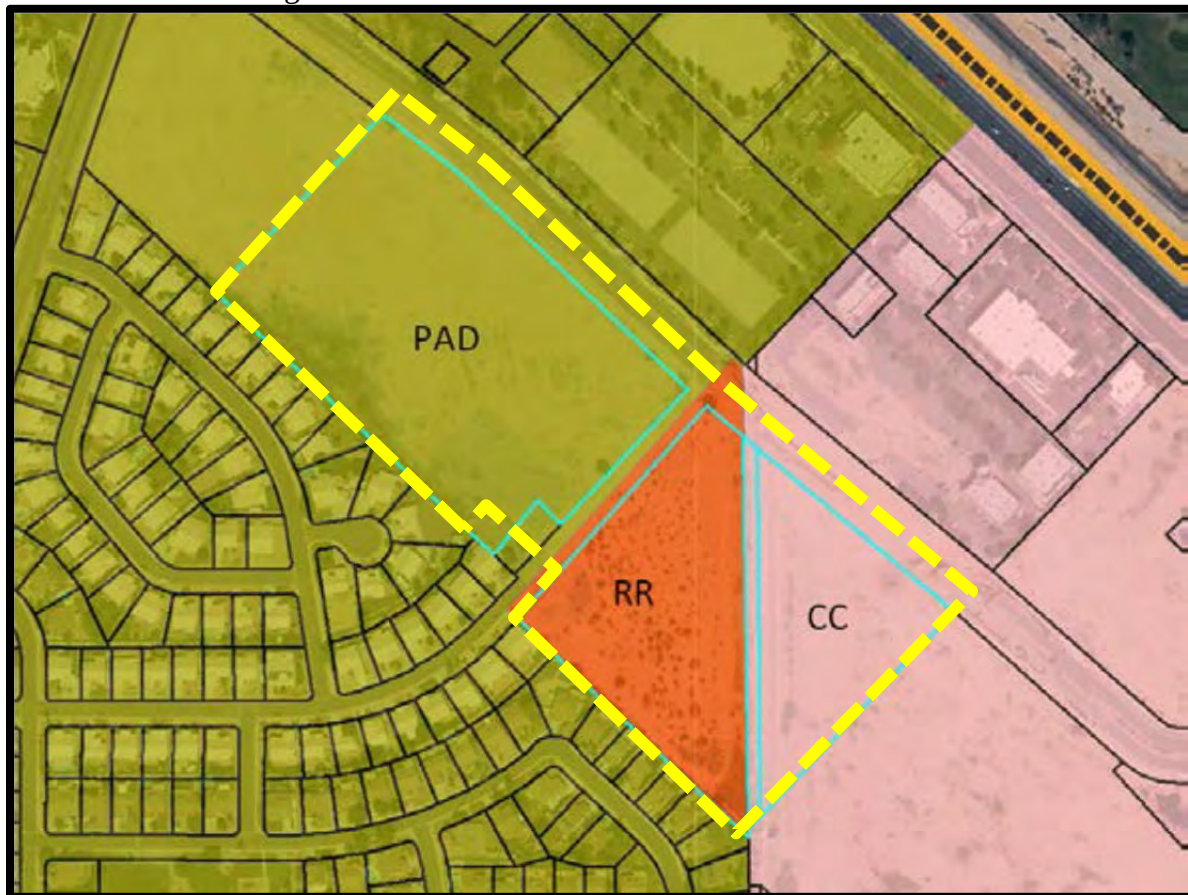
For additional detail on the abandonment of this section of right-of-way please see the narrative for our companion Final Plat.

Existing and Requested Zoning

This subject property currently consists of four separate tax parcels split between three zoning categories

The northwest portion of the subject property is currently within the Park Place PAD. As a part of the Park Place PAD, approved in 1996, this portion of the property is approved for multi-family residential at up to 20 dwelling units per acre. The southeast portion consists of a split between Rural Residential (RR) and Community Commercial (CC).

Current Zoning



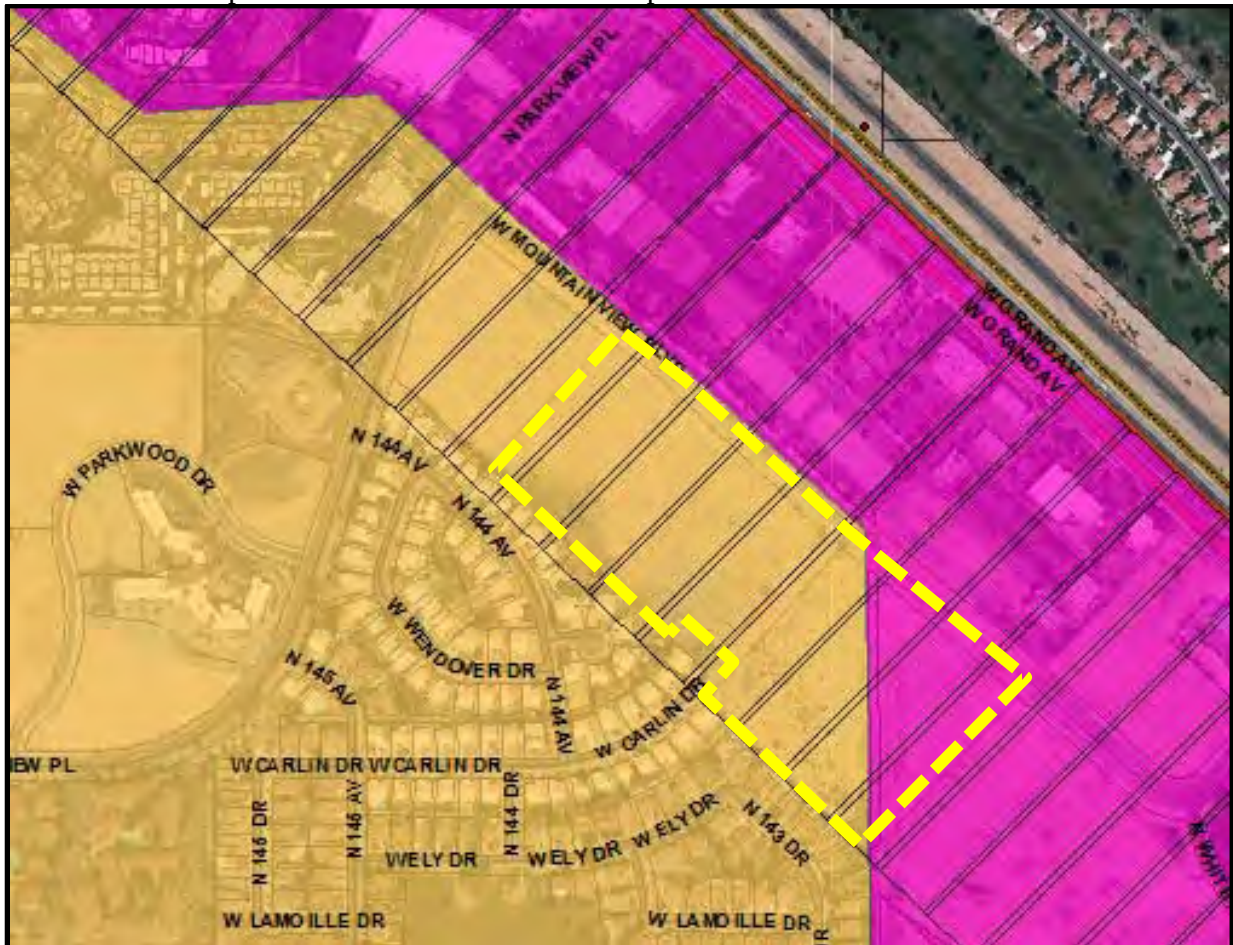
The request would remove the portion of the property from the Park Place PAD and consolidate the zoning into a single RH-15 (Residential High-Density) zoning district combined with a PUD Overlay to modify specific development standards. Those standards, along with rationale for the modifications are found starting on Page 10 of this document.

Plan Conformance

General Plan

The subject property currently has split designations of Neighborhood (northwest portion) as well as Commercial & Office (southeast portion), both within the Transit Oriented Development Sub Area, as a part of the Surprise General Plan 2035 (“Plan”).

Current Surprise General Plan Land Use Map



Pursuant to the Plan, the Neighborhood as well as the Commercial & Office land use designations support the development of multi-family residential, such as that proposed. The Transit Oriented Development Sub Area designation denotes development areas that should take advantage of nearby transit corridors, in this case Grand Avenue. CTC on Mountain View supports the intent of the TOD by providing residential with safe and convenient walking and biking connections to future transit operations.

The requested rezoning is in conformance with the General Plan Land Use Map and is in also in conformance with Plan text as detailed by just a few of the applicable Goals and Policies listed starting on the following page.

Plan Conformance

Growth Element – Goal 1: Sustainable Growth – Policy 5: “Promote and provide incentives for infill development, redevelopment and growth in existing urbanized areas.”

While located just outside a designated growth area, the subject properties have remained vacant next to existing development for a number of years and will take advantage of existing infrastructure and resources generally central to the City of Surprise.

Land Use Element – Goal 6: Variety of Housing – Policy 1: “The City shall encourage development of neighborhoods that broaden the choice of type, size, and affordability of housing in Surprise.”

Christopher Todd Communities is a unique housing type that offers an additional housing option for those Surprise residents that desire to rent and not own, while still having the benefit of a private rear yard.

Housing Element – Goal 1: Housing Stock – Policy 2: “Promote physical design, building structure, lot layout relationships, and landscape opportunities between existing and new housing construction to help new neighborhoods complement the surrounding neighborhoods.”

The adjacent land use to the south is single family residential. This proposal provides for a nice transition/buffer for these residents and is a reduction in intensity from the traditional multi-family that the majority of property is currently designated and zoned.

Housing Element – Goal 1: Housing Stock – Policy 7: “Locate higher density housing along transit corridors to maximize direct patron access and buffer proximate lower density housing neighborhoods.”

The subject property is within the TOD Sub Area designated within the General Plan to support future multi-modal transit along the Grand Avenue corridor.

Housing Element – Goal 1: Housing Stock – Policy 8: “Promote the build out of vacant and underutilized land through infill,

Plan Conformance

reuse, revitalization and redevelopment activities appropriate for rural, suburban, or urban housing development.”

The adjacent single-family developed in the mid-1990s and the commercial to the northeast started developing in the early 2000s. The subject parcels have sat vacant for a number of years and build-out of this infill property should be encouraged.

Housing Element – Goal 2: Housing Variety – Policy 4: *“Consider incentives for the development of diverse housing types, including smaller more affordable units.”*

CTC at Mountain View consists of a unique housing type, different from the ubiquitous single family homes for sale and rent in Surprise. The units are smaller and more-appropriate for those that do not want to purchase or rent a large house.

Housing Element – Goal 2: Housing Variety – Policy 7: *“Preserve and expand quality, affordable rental options within various areas of the community.”*

CTC at Mountain View is a rental only community and development will add more available rental options within this area of Surprise.

PUD Overlay – Development Standards

The traditional requirements of the City of Surprise development standards for multi-family are not applicable to the unique residential product used in Christopher Todd Communities. Traditional multi-family zoning expects large buildings consisting of multiple units, thereby creating a large building mass. Christopher Todd Communities on Mountain View consists of one-story residential homes that are either fully detached (2 bedroom units) or duplex style (1 bedroom units). As such this PUD Overlay proposes modifications the RH-15 Zoning District to support this unique proposed multi-family.

Existing Christopher Todd Community Example Photos



PUD Overlay – Development Standards

Christopher Todd on Mountain View Standards		
Standard	Existing RH-15 Conventional Character Pattern Requirement	Proposed PUD Modifications
Maximum Dwelling Units per Gross Acre	15 du/ac	11.15 du/ac (223 units max)
Maximum Height	35 feet (3 stories)	16 ft./1 story for primary buildings 20 ft./1 story for accessory buildings (office, fitness center, etc.) ⁽¹⁾
Minimum Building Setbacks: - Front - Side - Rear	30 feet 10 feet 30 feet	30 feet* ⁽²⁾ 10 feet* 20 feet
Minimum Landscape Buffers: - Adjacent to Street (Mountain View)	25 feet	15 feet ⁽³⁾
- Adjacent to RM and RL	24 feet	Zero feet ⁽⁴⁾
- Adjacent to Commercial and other Districts	10 feet	Zero feet ⁽⁴⁾
Minimum Building Separation (one story buildings)	25 feet	10 feet
Bike Parking - Residential - Leasing Office	0.5 per dwelling 1 per 20 vehicle spaces	Zero per dwelling 1 per 20 vehicle spaces*

***Standard RH-15 Requirement. No Modification requested, listed for ease of reference.**

⁽¹⁾ If an entry portico is provided, it shall be allowed at a height up to 30 feet for adequate emergency vehicles ingress and egress as well as appropriate architectural rooflines to match the primary buildings.

⁽²⁾ For the purpose of SUDC section 122-136(b)(15)(d)(1), which discusses wall placement, the front yard shall be measured 15' from the Mountain View Road property line and not the full 30' building setback.

⁽³⁾ In addition to the 15 foot landscape buffer located outside of the perimeter wall, a minimum 15 foot deep private yard shall be provided with at least one tree per yard to act as additional buffering.

⁽⁴⁾ Minimum 20 foot deep private yards shall be provided with at least one tree per yard to act as buffering.

PUD Overlay – Development Standards

Justification for Modified Standards

Reduction in Maximum Density and Height

In support of the below requested reductions, and to insure increased compatibility with the surrounding single family, CTC on Mountain View is also proposing reduction of the permitted maximum density as well as reductions in the allowed height for the property. The limitation of maximum 1 story buildings and maximum of 12 du/ac (reduced from 15 du/ac in the base RH-15 Zoning District) helps justifies the proposed reduced development standards.

Existing Christopher Todd Community Example Photos



PUD Overlay – Development Standards

Reduction in Rear Yard Setback

The base RH-15 Zoning District anticipates taller multi-family buildings with a mass larger than that of a typical single family home and as such requests a 30' minimum building setback adjacent to single family zoning, such as that located in the Stonebrook subdivision to the southwest. In contrast to those expectations, buildings within CTC on Mountain View are all single-story and smaller than a typical single-family home. The density of the project, at 12 du/ac is also more in-line with medium density housing. If not for the fact that CTC at Mountain View requires RH zoning because it is multiple residential buildings on a single parcel; the RM-12 district allows a 15' rear setback, less than that which we are proposing.

Reduction in Landscaping Buffers

Residential High Density (RH) Zoning requires a 30' front setback along Mountain View Blvd. and a 25' landscape buffer within that setback. As part of the PUD overlay, we are proposing hybrid buffering that retains the 30' building setback and combines 15' of traditional landscape buffering outside of the perimeter wall with 15' deep private yards inside that wall. The private yards will each feature at least one tree, which when combined with the trees and other shrubs adjacent to the street will more than adequately offer enough vegetative buffering of the proposed single story buildings.

Existing Christopher Todd Community Example Photo



CTC on Mountain View includes minimum 20 foot deep private rear yards along the common property lines, including adjacent to the existing single family homes in the Stonebrook subdivision. In lieu of providing a separate perimeter landscape buffer, which would normally be found in a multi-family apartment complex, we propose elimination of

PUD Overlay – Development Standards

the separate perimeter landscape buffer requirement. The 20' deep rear yards, include landscaping, and function similar to that of a medium density single-family residential lot, which would not require the aforementioned perimeter landscaping and only require a 15' building setback.

Reduction in Building Separation

Traditional multi-family zoning expects large buildings consisting of multiple units, thereby creating a large building mass. CTC on Mountain View consists of one-story residential homes that are either fully detached (2 bedroom units with 1,022 square feet under roof) or duplex style (1 bedroom units with a total of 1,336 square feet under roof for the two unit building.) Wherein building separation is typically expected to maintain a 25' separation between buildings, we are requesting a 10' minimum separation. Given the small building mass, this reduced separation allows for a more pedestrian scale and provides an intimate experience in the walkways between the buildings.

Existing Christopher Todd Community Example Photo



Reduction in Bike Parking

The SUDC requires .5 dedicated bike parking spaces per dwelling unit. Because CTC at Mountain View includes rear yards, it functions more like a single family community, which would not require dedicated bike parking. Because each unit will have room in this yard for secure bike parking, extra bike racks outside of the yards, within the common areas, is not necessary. Bike parking racks will still be provided in accordance with the SUDC next to the office area.



Exhibit 1

Conceptual Site Plan

CHRISTOPHER TODD
COMMUNITIES ON
MOUNTAIN VIEW

SITE PLAN YIELD

GROSS ACREAGE	± 19.77 AC
NET ACREAGE	± 17.72 AC
DENSITY	10.93 DU/GROSS AC

PROJECT DATA
YIELD DATA

UNIT TYPE	YIELD	TOTAL # BEDS	MIX %
1 BEDROOM	84	84	39
2 BEDROOM	132	264	61
	216	348	100

APN NUMBER	503-59-893D 603-61-041 503-59-031W 503-59-033M
------------	---

LOT COVERAGE ALLOWED PER PAD	N/A
LOT COVERAGE PROVIDED (NET)	25%

CURRENT ZONING	PAD, RR AND CC
PROPOSED ZONING	RH-15 W/PUD OVERLAY

PARKING REQUIRED:	
84 1-BEDROOM x 1.5 PARKING SPACES	= 126 SPACES
132 2-BEDROOM x 2 PARKING SPACES	= 264 SPACES
TOTAL PARKING REQUIRED	= 390 SPACES
PARKING PROVIDED	= 412 SPACES

ACCESSIBILITY PARKING:	
REQUIRED PER ADA	9
PROVIDED	9

BUILDING ALLOWED HEIGHT FOR UNITS PER PUD	16'
PROVIDED FOR UNITS	15'-6" HT

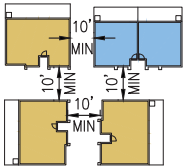
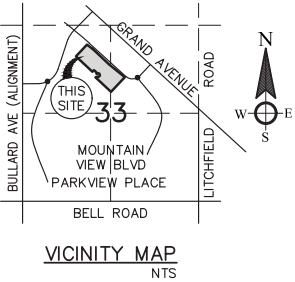
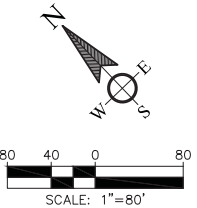
DENSITY:	
ALLOWED PER PUD	12 DU/AC=237 DU MAX
PROVIDED	216 UNITS/19.77 GROSS ACRES=10.93 DU/ACRE

OPEN SPACE SUMMARY:	
COMMON OPEN SPACE CALCULATION:	
POOL/RAMADA	6,372 SF
PASSIVE RECREATION FIELD	35,238 SF
AMENITY OPEN SPACE (SUM)	41,610 SF
OPEN SPACE WALKING AREA	205,144 SF
TOTAL PROVIDED COMMON OPEN SPACE (SUM*)	246,754 SF
59.1% OF OPEN SPACE, 1,142 SF/UNIT	

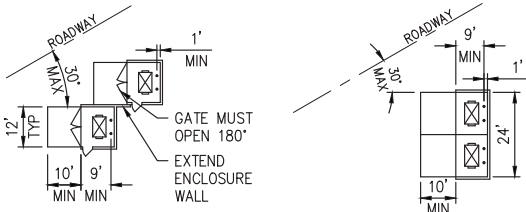
PRIVATE OPEN SPACE:	
REAR YARD OPEN SPACE	118,201 SF
28.3% OF OPEN SPACE, 547 SF/UNIT	

LANDSCAPE OPEN SPACE OUTSIDE PROJECT:	
OPEN SPACE OUTSIDE PERIMETER WALL	52,603 SF
12.6% OF OPEN SPACE, 244 SF/UNIT	

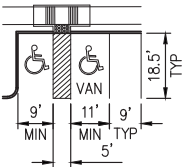
- NOTE:
- ANY PERIMETER OFF-SITE IMPROVEMENTS ARE TO BE COMPLETED WITH FIRST PHASE OF CONSTRUCTION.
 - ALL DWELLING UNITS ARE SEPARATED BY A MINIMUM OF 6' AND FIRE SPRINKLER FOR FIRE PROTECTION.
 - ALL STREET CURVES AND TURNS INTO COMMON DRIVEWAYS COMPLY WITH AASHTO SU-40.



TYPICAL BUILDING SPACING
NTS



TYPICAL TRASH ENCLOSURE
NTS



TYPICAL PARKING DETAIL
NTS

LEGAL DESCRIPTION

A PORTION OF THE NORTH HALF OF SECTION 33, TOWNSHIP 4 NORTH, RANGE 1 WEST OF THE GILA AND SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA;

COMMENCING AT AN ALUMINUM CAP FLUSH AT THE NORTHWEST CORNER OF SAID SECTION 33, FROM WHICH AN ALUMINUM CAP IN HANDHOLE BEARS SOUTH 89 DEGREES 25 MINUTES 09 SECONDS EAST, 1920.79 FEET;
THENCE SOUTH 89 DEGREES 25 MINUTES 09 SECONDS EAST, 2622.59 FEET;

THENCE ALONG THE NORTH LINE OF SAID SECTION 33, SOUTH 0 DEGREES 34 MINUTES 51 SECONDS WEST, 578.37 FEET TO THE POINT OF BEGINNING;

THENCE SOUTH 52 DEGREES 03 MINUTES 18 SECONDS EAST, 191.56 FEET TO THE BEGINNING OF A CURVE, CONCAVE SOUTHWEST, HAVING A RADIUS OF 445.00 FEET;

THENCE SOUTHEASTERLY 45.31 FEET ALONG THE ARC OF SAID CURVE TO THE RIGHT THROUGH A CENTRAL ANGLE OF 5 DEGREES 50 MINUTES 01 SECONDS;

THENCE SOUTH 46 DEGREES 13 MINUTES 17 SECONDS EAST, 551.10 FEET;

THENCE SOUTH 46 DEGREES 59 MINUTES 32 SECONDS EAST, 70.01 FEET;

THENCE SOUTH 49 DEGREES 55 MINUTES 09 SECONDS EAST, 631.08 FEET;

THENCE SOUTH 43 DEGREES 46 MINUTES 43 SECONDS WEST, 600.21 FEET;

THENCE NORTH 46 DEGREES 13 MINUTES 17 SECONDS WEST, 629.76 FEET;

THENCE NORTH 43 DEGREES 46 MINUTES 43 SECONDS EAST, 123.53 FEET;

THENCE NORTH 46 DEGREES 13 MINUTES 17 SECONDS WEST, 185.00 FEET;

THENCE SOUTH 43 DEGREES 46 MINUTES 43 SECONDS WEST, 65.00 FEET;

THENCE NORTH 46 DEGREES 13 MINUTES 17 SECONDS WEST, 671.72 FEET;

THENCE NORTH 43 DEGREES 45 MINUTES 27 SECONDS EAST, 478.27 FEET TO THE POINT OF BEGINNING.

CONTAINS 17.8902 ACRES, MORE OR LESS.

LEGEND

	CONCRETE PATHWAY		PUBLIC UTILITY EASEMENT
	CONCRETE SIDEWALK		EXISTING WATER METER
	FIRE HYDRANT		EXISTING IRRIGATION VALVE
	TAP SLEEVE & VALVE		EXISTING ELECTRIC TRANSFORMER
	PRIVATE WATERLINE		EXISTING TELEPHONE CABINET
	PRIVATE 2" WATERLINE/FIRELINE		EXISTING STREET LIGHT
	PRIVATE SEWERLINE MAIN		EXISTING UTILITY JUNCTION BOX
	4" PRIVATE SEWER SERVICES		EXISTING SEWER MANHOLE
	EXISTING WATER LINE		EXISTING STORM DRAIN MANHOLE
	EXISTING SEWER LINE		GARAGE PARKING
	EXISTING IRRIGATION LINE		HANDICAP PARKING
	STORM DRAIN		EXISTING CONTOUR
	CATCH BASIN		COVERED PARKING
	MANHOLE		TRASH ENCLOSURE
	SEWER CLEANOUT		
	WATER METER BOX		
	DRYWELL		
	INTERCEPTOR		

OWNER

MOUNTAIN VIEW COTTAGES, LP
CONTACT: JEFF LAFRANCE
8502 E VIA DE VENTURA, STE 122,
SCOTTSDALE, AZ 85258
EMAIL: JEFF@MSTGP.COM
PHONE: (480) 355-4227

ARCHITECT

BARDUSON ARCHITECTS
CONTACT: STEVE BARDUSON
3702 EAST KACHINA DRIVE
PHOENIX, AZ 85044
EMAIL: STEVE@BARDUSON.COM
PHONE: (480) 967-7007

DEVELOPER

CHRISTOPHER TODD PROPERTIES
CONTACT: TODD WOOD
2600 N 44TH STREET, SUITE A-200
PHOENIX, AZ 85008
PHONE: (480) 285-1300

LAND USE ATTORNEY

BEUS GILBERT PLLC
CONTACT: ANDY JOCHUMS, AICP
701 N 44TH STREET
PHOENIX, AZ 85008
EMAIL: AJJOCHUMS@BEUSGILBERT.COM
PHONE: (480) 429-3063

CIVIL

WESTLAND RESOURCES, INC.
CONTACT: BRUCE P. LARSON, P.E.
2020 N. CENTRAL, SUITE 695
PHOENIX, AZ 85004
EMAIL: BLARSON@WESTLANDRESOURCES.COM
PHONE: (602) 888-7000

SHEET INDEX

- COVER SHEET
- SITE PLAN
- UTILITY PLAN

LANDSCAPE ARCHITECT

WESTLAND RESOURCES, INC.
CONTACT: RICK SCHONFELD, RLA
4001 E PARADISE FALLS DR
TUCSON, AZ 85712
EMAIL: RSHONFELD@WESTLANDRESOURCES.COM
PHONE: (520) 206-8585



SITE PLAN



Exhibit 2

Conceptual Landscape Plans



PLANT LEGEND

SYMBOL	BOTANICAL NAME	COMMON NAME
SMALL TREES		
	<i>Bauhinia congesta</i>	White Orchid Tree
	<i>Lyalloma watsonii</i>	Featherbush
	<i>Chitilpa tashkentensis</i>	Chitilpa
MEDIUM TREES		
	<i>Chilopsis linearis</i>	Desert Willow-Dazzlewine
	<i>Jacaranda mimosaefolia</i>	Jacaranda
	<i>Parkinsonia praecox</i>	Palo Brea
	<i>Phoenix dactylifera</i>	Date Palm
LARGE TREES		
	<i>Ficus microcarpa</i>	Indian Laurel Fig
	<i>Pistacia chinensis</i>	Red Push Pistache
	<i>Ulmus parvifolia</i>	Chinese Evergreen Elm
SMALL SHRUBS		
	<i>Carissa macrocarpa</i>	Prostrate Natal Plum
	<i>Euphorbia rigida</i>	Gopher Plant
	<i>Gaura lindheimeri</i>	Whirling Butterflies
	<i>Justicia brandegeana</i>	Shrimp Plant
	<i>Ruellia brittoniana</i>	British Ruellia

MEDIUM SHRUBS		
	<i>Bougainvillea x Torch Glow</i>	Torch Glow Bush Bougainvillea
	<i>Eremophila maculata</i>	Valentine Bush
	<i>Justicia spicigera</i>	Mexican Honeysuckle
	<i>Nerium oleander</i>	Petite Salmon Oleander
LARGE SHRUBS		
	<i>Caesalpinia pulcherrima</i>	Red Bird of Paradise
	<i>Tacoma x 'Orange Jubilee'</i>	Orange Jubilee Yellow Bells
	<i>Dodonaea viscosa</i>	Hopbush
ACCENTS		
	<i>Agave Ocahui</i>	Ocahui Agave
	<i>Aloe barbadensis</i>	Barbados Aloe
	<i>Asclepias subulata</i>	Desert Milkweed
	<i>Cereus peruvianus</i>	Peruvian Apple Cactus
	<i>Dasylistron acrotriche</i>	Green Spoon
	<i>Hesperaloe parviflora</i>	Red Yucca
	<i>Lophoceros schottii</i>	Slipper Flower
	<i>Pedicularis macrocarpus</i>	Sago Palm
	<i>Cycas revoluta</i>	

NOTE:
STREET FRONTAGE LANDSCAPE REQUIREMENTS:
TREES WITH A MIN. 24" BOX PLANTED @ 2 PER 25 LF
25% OF THESE TREES SHALL BE 36" BOX.
50% OF ALL TREES AT ENTRY TREATMENTS SHALL BE A MIN. 48" BOX.
SHRUBS SHALL BE PLANTED @ 6 PER 25 LF. 50% OF THESE SHALL BE 5 GALLON OR GREATER. IN NO CIRCUMSTANCE SHALL THERE BE A QUANTITY OF LESS THAN THREE 5-GALLON SHRUBS IN A 25 LF SPAN.

SMALL GROUND COVERS		
	<i>Deslea capitata</i>	Lemon Daisies
	<i>Bulbine frutescens</i>	Orange Stalked Bulbine
	<i>Lantana camara</i>	New Gold Lantana
	<i>Myoporum parvifolium</i>	Myoporum
LARGE GROUND COVERS		
	<i>Acacia dealbens</i>	Desert Carpet Acacia
	<i>Baccharis pilularis</i>	Dwarf Coyote Bush
	<i>Stam Thompson</i>	
LEGEND		
	Minus Decomposed Granite	
	Hybrid Bermuda Turf Grass	

NOTE:
All plantings to be irrigated by an automated underground irrigation system.

MULTI-FAMILY UNITS AND PARKING				
	NUMBER OF UNITS	MIX %	PARKING REQUIRED PER UNIT	TOTAL PARKING REQUIRED
1 BEDROOM	84	39%	1.5	126
2 BEDROOM	132	61%	2.0	264
TOTALS	216	100%		390
TOTAL PARKING REQUIRED				412
				PARKING PROVIDED 412

NOTE: PARKING PROVIDED INCLUDES GARAGES
BUILDING HEIGHT: 15'

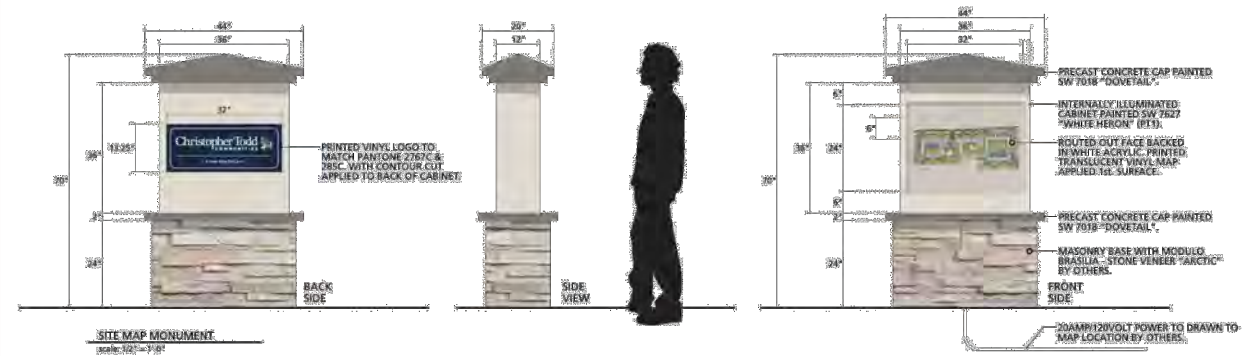
SITE DATA	
GROSS ACRES	19.83
NET ACRES	17.70
GROSS DU/AC	10.89
NET DU/AC	12.21

CHRISTOPHER TODD COMMUNITIES ON MOUNTAIN VIEW PRELIMINARY LANDSCAPE PLAN

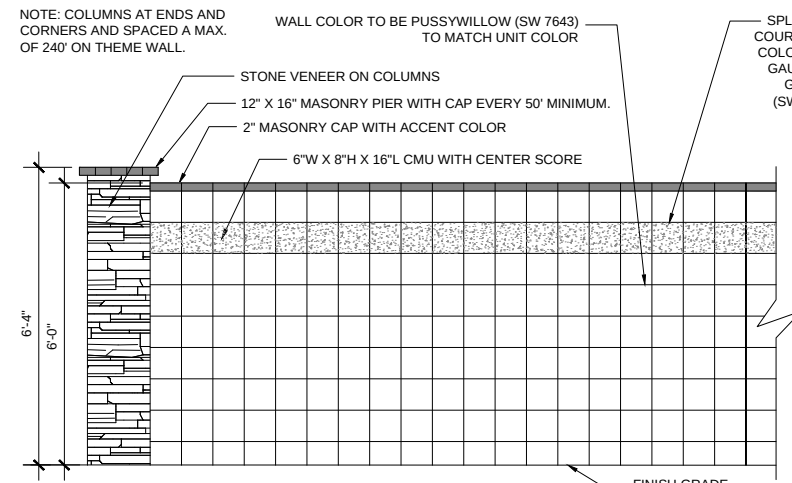
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 3 NORTH,
RANGE 2 WEST OF THE GILA AND SALT RIVER BASE AND MERIDIAN,
MARICOPA COUNTY, ARIZONA



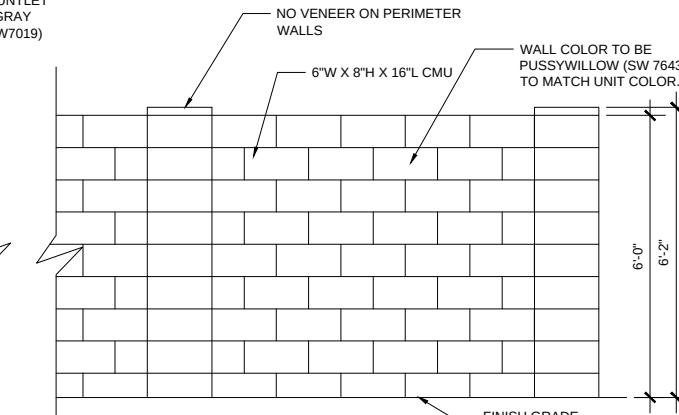
1 ELEVATION: ENTRY MONUMENT
SCALE: NTS



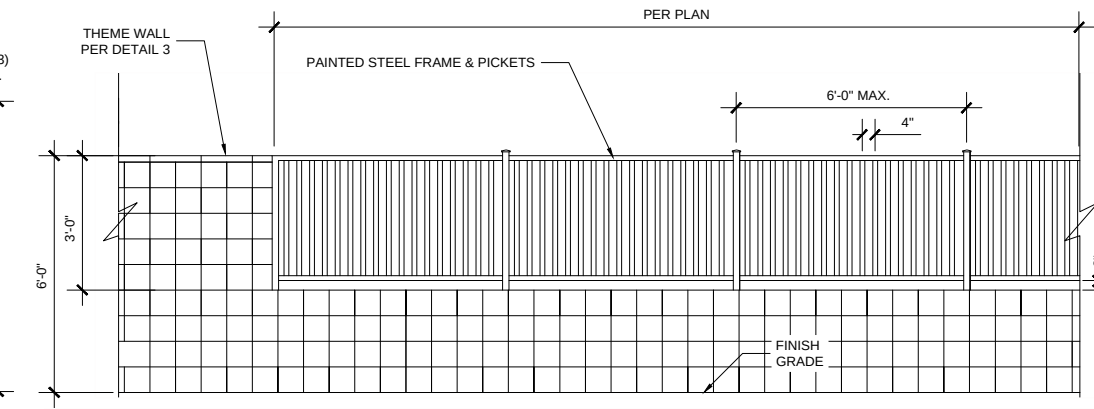
2 ELEVATION: COMMUNITY SITE MAP
SCALE: NTS



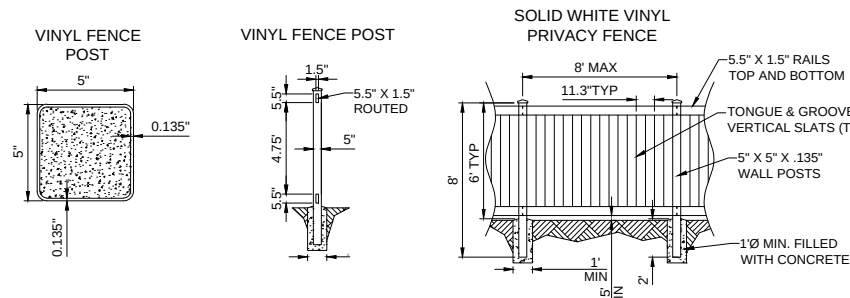
3 ELEVATION: THEME WALL
SCALE: NTS



4 ELEVATION: PERIMETER WALL
SCALE: NTS



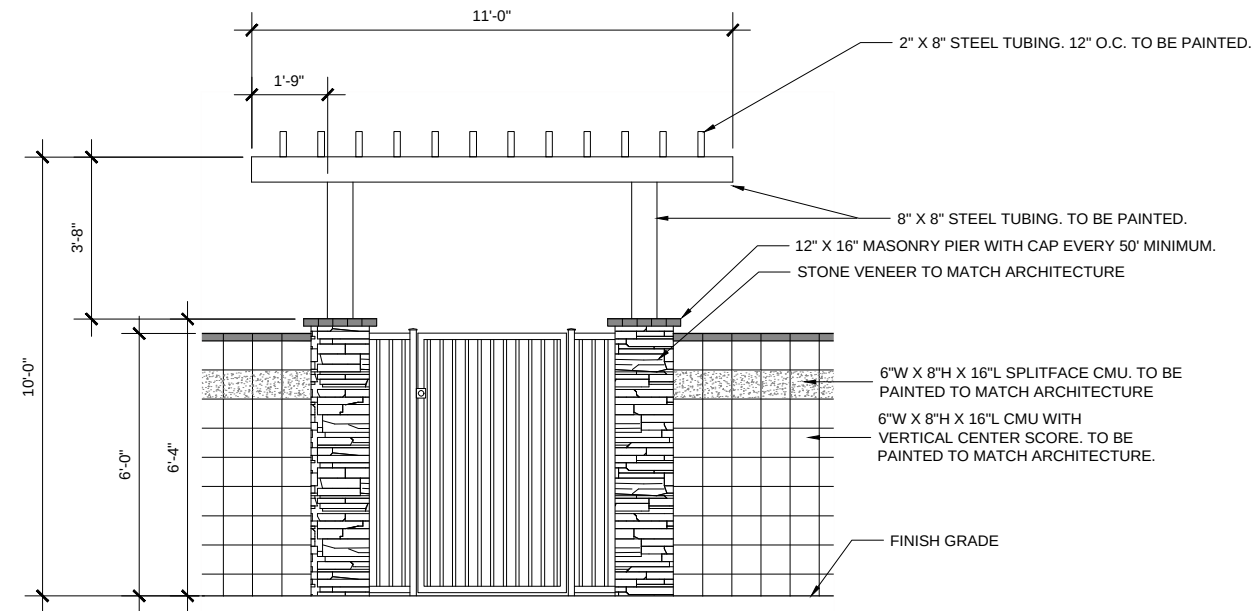
5 ELEVATION: VIEW FENCE
SCALE: NTS



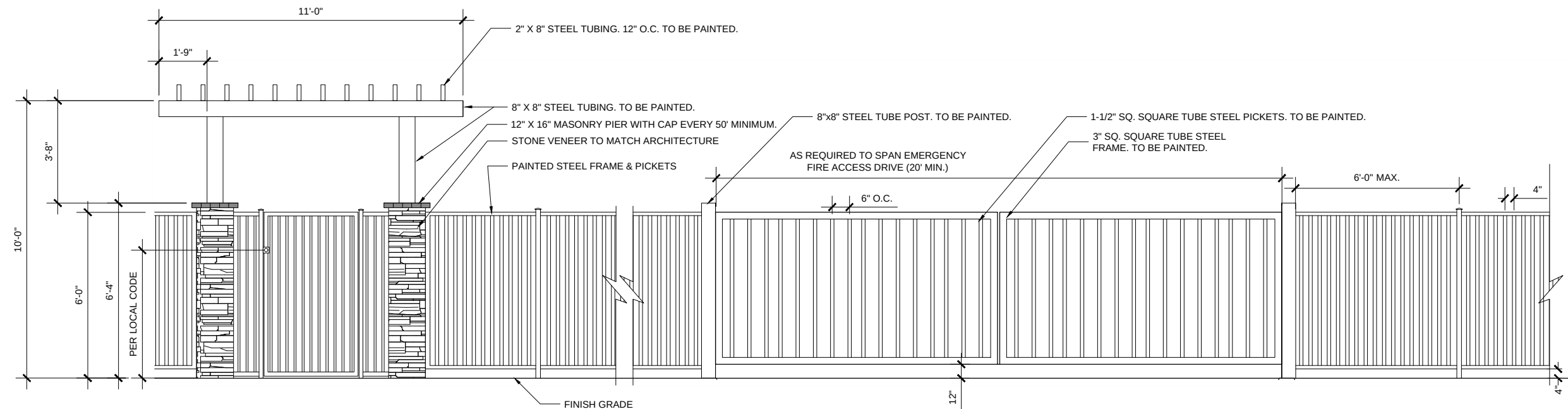
6 VINYL FENCE-BACKYARDS
SCALE: NTS

CHRISTOPHER TODD COMMUNITIES ON MOUNTAIN VIEW PRELIMINARY LANDSCAPE ELEVATIONS

LOCATED IN THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 3 NORTH,
RANGE 2 WEST OF THE GILA AND SALT RIVER BASE AND MERIDIAN,
MARICOPA COUNTY, ARIZONA



PERGOLA AT PEDESTRIAN GATE -
MountainView Boulevard



PERGOLA AT PEDESTRIAN GATE -
Carlin Drive

CHRISTOPHER TODD COMMUNITIES ON MOUNTAIN VIEW PERGOLA AT PEDESTRIAN GATES

LOCATED IN THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 3 NORTH,
RANGE 2 WEST OF THE GILA AND SALT RIVER BASE AND MERIDIAN,
MARICOPA COUNTY, ARIZONA



WestLand Resources
2020 N. Central Avenue
Suite 695
Phoenix, Arizona 85004
(602) 888-7000



Exhibit 3

Conceptual Building Elevations

DISCLAIMER:
THESE DOCUMENTS PROVIDE DESIGN INTENT ONLY AND ARE NOT TO BE USED FOR CONSTRUCTION. THE REGISTERED ARCHITECTURAL SET OF DOCUMENTS, WHEN PROVIDED, MUST BE USED TO OBTAIN THE BUILDING PERMIT. THE CONTRACTOR AND TRADE CONTRACTOR MUST VERIFY ALL DIMENSIONS, MATERIALS, AND FINISHES. THE ARCHITECT ASSUMES NO LIABILITY FOR ANY ERRORS OR OMISSIONS. THE CONTRACTOR AND TRADE CONTRACTOR MUST VERIFY ALL DIMENSIONS, MATERIALS, AND FINISHES. THE ARCHITECT ASSUMES NO LIABILITY FOR ANY ERRORS OR OMISSIONS.



1 BEDROOM



2 BEDROOM

SCHEME 01



1 BEDROOM



2 BEDROOM

SCHEME 02



1 BEDROOM



2 BEDROOM

SCHEME 03

CLIENT NAME: CHRISTOPHER TODD COMMUNITIES
PROJECT NAME: CTC - GREENWAY
PROJECT LOCATION: LITCHFIELD & GREENWAY
SHEET NAME: EXTERIOR ELEVATIONS



REVISIONS:	
INSTALL DATE:	
SCALE:	
DATE:	05-02-17
JOB NUMBER:	2162
DRAWN BY:	CAC
PM:	000
AE:	000
SHEET:	

**Christopher Todd Communities at Mountain View
FS18-171 and FS18-247**

Citizen Outreach Report

REVIEW MEETING DETAILS

DATE: Monday, June 4, 2018
TIME: 6:00 PM to 7:00 PM
LOCATION: Holiday Inn Express & Suites
16540 N. Bullard Ave.
Surprise, Arizona 85374

Notice was sent by the City of Surprise to all residents and HOA's within 300 feet of the property. It was also published in the paper and 2 signs reflecting the meeting schedule were put on the property. (See attached notice and affidavit of posting)

Christopher Todd Communities Representatives:

Jeff LaFrance – Developer
Greg Hancock – Builder
Bruce Larson – Engineer
Paul Gilbert – Attorney
Andy Jochums – Planning Consultant

City of Surprise Representatives

Councilman Skip Hall
Councilman Ken Remley
Assistant CD Director Lloyd Abrams
Current Planning Supervisor Robert Kuhfuss

Neighbor Participants

See attached Sign-in Sheet

The following is a list of questions/concerns posed at the meeting and the answers provided.

1. **How large are the backyards/How far are the homes from the back wall of the adjacent single family.** Our single story rental homes will be a minimum of 20' from the shared property line wall.
2. **Has City approved plan?** No, we are currently working with City staff on the layout to address their rules and regulations, including fire access. The request will go to the Planning and Zoning Commission and City Council.

3. **Concerns over access, some residents don't want access to Carlin Drive.** There was a show of hands and only three of the residents in attendance desired to have access through the project connecting Carlin Drive with Mountain View Boulevard.
4. **How is the pedestrian gate controlled?** It will be electronic with a timer for restricting afterhours use.
5. **Start the finish, how long will construction take?** It is anticipated that it will take 1 ½ years to complete the entitlements and complete construction all the way from grading to the occupancy of the last rental home.
6. **Will this be age restricted?** No it will not.
7. **Statement that the residents "dodged a bullet" as there could be taller traditional apartments on this site and that this particular resident knows of others who are happy with the way the site at Greenway turned out.**
8. **Comment that improvement to Mountain View Boulevard would be nice..**
9. **When would you expect construction to commence?** Assuming approval is granted, January 2019.
10. **When are the hearings?** No dates have been set, but all adjacent property owners will get notice. The applicant will notify anyone who provided an email on the sign-in sheet.
11. **I have been by the Litchfield and Greenway site and the colors are all white and light gray with no variety?** This property will feature similar architecture and we are rather fond of the color schemes, but we can explore more variety.
12. **Please consider some public art like mosaics and sculptures on Mountain View.**
13. **A resident from the Summerfield subdivision expressed concern for cut-through traffic as their community is not gated.** Discussion followed with some of the residents in attendance indicating that they contributed to that problem.
14. **We came to the prior meeting, what happened?** It was explained that the previous meeting on this site, while for the same developer, was for two separate projects to be located on either side of Carlin Drive. This current proposal includes unifying the properties and abandoning Carlin Drive.
15. **Will there be a second wall and how high will the buildings be placed?** It was explained that the developer was taking every effort to keep the finished floor elevations of the rental units the same as the adjacent homes. Given the slope of the land, there could be the need for a second wall, but it would be able to be placed right next to the existing block wall, with no space in between.
16. **Could the request to abandon Carlin Drive change?** The developer continues to propose the abandonment and that will not change. Ultimately the decision will be that of the Mayor and Council.
17. **Where will vehicular access be located?** Using a graphic it was illustrated that vehicular access for residents will be limited to Mountain View Boulevard. There will be a gated access at the end of Carlin Drive, but that will be for emergency access or egress only.

SIGN IN SHEET

Christopher Todd Communities -- Mountain View
FS18-171 and FS18-247

June 4, 2018

PLEASE PRINT CLEARLY

NAME	ADDRESS	EMAIL
Andy Cepon		
ELSIE ALLSHouse		
Laura Hightower		
Clarice Reed		
* Connie Kevin Youngkin		
Carl + Dreta Staggs		
Erica Murray		
Richard + Tammy Paul		
Charlene Standley		
Ellie Davis		
MARTHA BAILS		

SIGN IN SHEET

Christopher Todd Communities -- Mountain View
FS18-171 and FS18-247

June 4, 2018

PLEASE PRINT CLEARLY

NAME

ADDRESS

EMAIL

MARGARET Gorski



CITY OF SURPRISE
CITIZEN OUTREACH MEETING

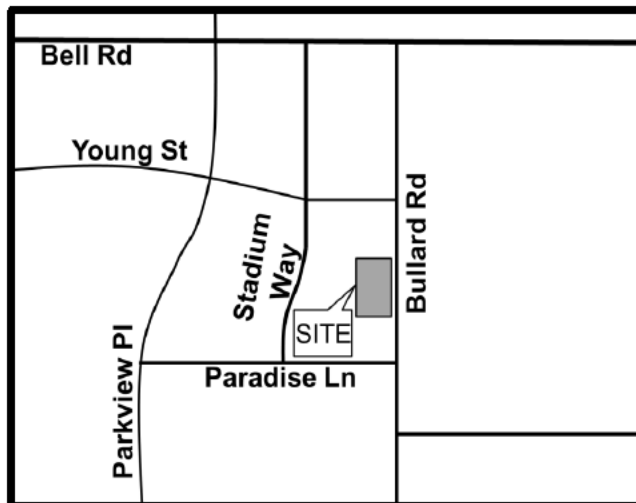
Take notice that at the date, time, and place listed below, there will be a Citizen Review meeting to discuss the below-referenced project. At this meeting, any of the public may appear and be heard relative to this project. The City of Surprise Community Development Department may be contacted prior to the scheduled meeting for additional information.

City of Surprise Planner: Robert Kuhfuss
623-222-3137

CITIZEN OUTREACH MEETING DETAILS

DATE: Monday, June 4, 2018
TIME: 6:00 PM to 6:30 PM
LOCATION: Holiday Inn Express
16540 N. Bullard Ave
Surprise, Arizona 85374

Meeting Location



Project Location



PROJECT DESCRIPTION:

FS18-171: Rezone from PAD, Residential Ranch, and Community Commercial to RH-15 PUD (12 dwelling units per acre), together with a Final Plat for the purpose of abandoning the Carlin Drive Right-of-way adjacent to the site.

FS18-247: Site Plan for Christopher Todd Communities on Mountain View.

AFFIDAVIT OF POSTING

Application No: FS18-171 and FS18-247

Applicant Name: Beus Gilbert

Location: Mountain View Blvd south of Parkview Pl

Date Site Posted: May 17, 2018

In order to assist in providing adequate notice to interested parties, the applicant for any *type of public hearing* in the City of Surprise shall erect two (2) signs giving notice of the *date, time and place* of the scheduled hearings. These signs must be erected not less than **fifteen (15) days prior to** the date of the first hearing. The signs shall also include the nature of the request as contained on the formal zoning application. The size and format of this sign shall meet requirements established by the Planning and Zoning Department (see page 2).

Such notice shall be clearly legible and placed at a prominent location on the site – Generally adjacent and perpendicular to the public right-of-way. It shall be the *responsibility of the applicant* to erect and to maintain the sign on the subject property and to maintain the hearing information on the sign until final disposition of the case.

It shall also be the *responsibility of the applicant* to remove the signs within one week after the final disposition of the case.

I confirm that the site has been posted as required above, for the case noted above. A picture of the site posting, and photos of any subsequent changes/updates made to the sign, have also been submitted.

Meghan Liggett
Applicant/Representative Signature

5/17/18
Date

This instrument was acknowledged before me on this 17th day of May, 2018, and by Meghan Liggett. I witness whereof I hereunto

set my hand and official seal.

Mary Beth Conrad
Notary Public

10-25-20
My commission expires



CITY OF SURPRISE





**DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND**

9 April 2018

Mr. James R. Mitchell
Director, Community Initiatives Team
56th Fighter Wing
14185 West Falcon Street
Luke AFB AZ 85309-1629

Ms. Jamie Sullivan
Development Services Specialist
City of Surprise Planning Department
16000 N. Civic Center Plaza
Surprise AZ 85374

Re: FS18-171; Christopher Todd Communities at Mountain View

Dear Ms. Sullivan

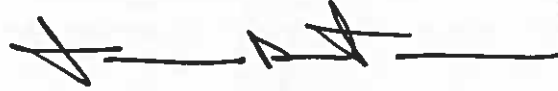
Thank you for the opportunity to provide comments on the Rezone and Final Plat Application for Christopher Todd Communities at Mountain View. The site sits on 20 gross acres of vacant land located at Mountain View Blvd between Parkview Place and Grand Avenue. This proposed rezoning is to accommodate approximately 237 multi-family residential rental units for a density of 12 du/ac. The site is approximately 2.13 to 2.41 miles outside the 1988 JLUS 65 Ldn, "high noise or accident potential zone" as defined by A.R.S. § 28-8461 and is within the "territory in the vicinity of a military airport" also defined by A.R.S. § 28-8461.

In an effort to promote a more compatible co-existence Luke AFB follows the guidelines in the Graduated Density Concept (GDC). The GDC proposes, in the absence of a more restrictive state, county or municipal general or comprehensive plan, graduating densities away from the 65 Ldn as follows: a maximum of 2 du/acre from the 65 Ldn to 1/2 mile, a maximum of 4 du/acre from 1/2 to 1 mile, and a maximum of 6 du/acre from 1 to 3 miles. Christopher Todd Communities at Mountain View, with a density of 12 du/ac does not fall within these guidelines.

This request will not meet the GDC and will have a negative impact on our flight operations. The site is located within the "territory in the vicinity of a military airport," it will be subjected to approximately 165 over flights a day, with some as low as 1,500 feet above ground level. While we have determined that this request exceeds the densities that Luke AFB follows, we recognize that we are not the approval authority. As such, if this development is approved, we recommend you review the sound attenuation requirements found in A.R.S. § 28-8482. In addition, a strong notification program on the part of the applicant would be essential to inform potential residents/tenants about Luke AFB operations.

If there are any questions, please contact my Community Planner, Ms. Barbara Plante at (623) 856-9981.

Sincerely

A handwritten signature in black ink, consisting of a stylized 'J' followed by a horizontal line and a small 'M'.

JAMES R. MITCHELL

cc:

Colonel Michael S. Richardson, Vice Commander, 56th Fighter Wing

Ms. Cindy L. Calderon, GS-13, General and Environmental Law Attorney, 56th Fighter Wing



S U R P R I S E

A R I Z O N A

Planning & Zoning Commission

August 2, 2018

Christopher Todd Collection at Mountain View
Zone Change

FS18-171

Vicinity Map

FS18-171





Subject Site

White Horse
Trail

Case Map

FS18-171

Development Standards FS18-171

PUD Overlay – Development Standards

Christopher Todd on Mountain View Standards		
Standard	Existing RH-15 Conventional Character Pattern Requirement	Proposed PUD Modifications
Maximum Dwelling Units per Gross Acre	15 du/ac	11.15 du/ac (223 units max)
Maximum Height	35 feet (3 stories)	16 ft./1 story for primary buildings 20 ft./1 story for accessory buildings (office, fitness center, etc.) ⁽¹⁾
Minimum Building Setbacks: - Front - Side - Rear	30 feet 10 feet 30 feet	30 feet* ⁽²⁾ 10 feet* 20 feet
Minimum Landscape Buffers: - Adjacent to Street (Mountain View)	25 feet	15 feet ⁽³⁾
- Adjacent to RM and RL	24 feet	Zero feet ⁽⁴⁾
- Adjacent to Commercial and other Districts	10 feet	Zero feet ⁽⁴⁾
Minimum Building Separation (one story buildings)	25 feet	10 feet
Bike Parking - Residential - Leasing Office	0.5 per dwelling 1 per 20 vehicle spaces	Zero per dwelling 1 per 20 vehicle spaces*

*Standard RH-15 Requirement. No Modification requested, listed for ease of reference.

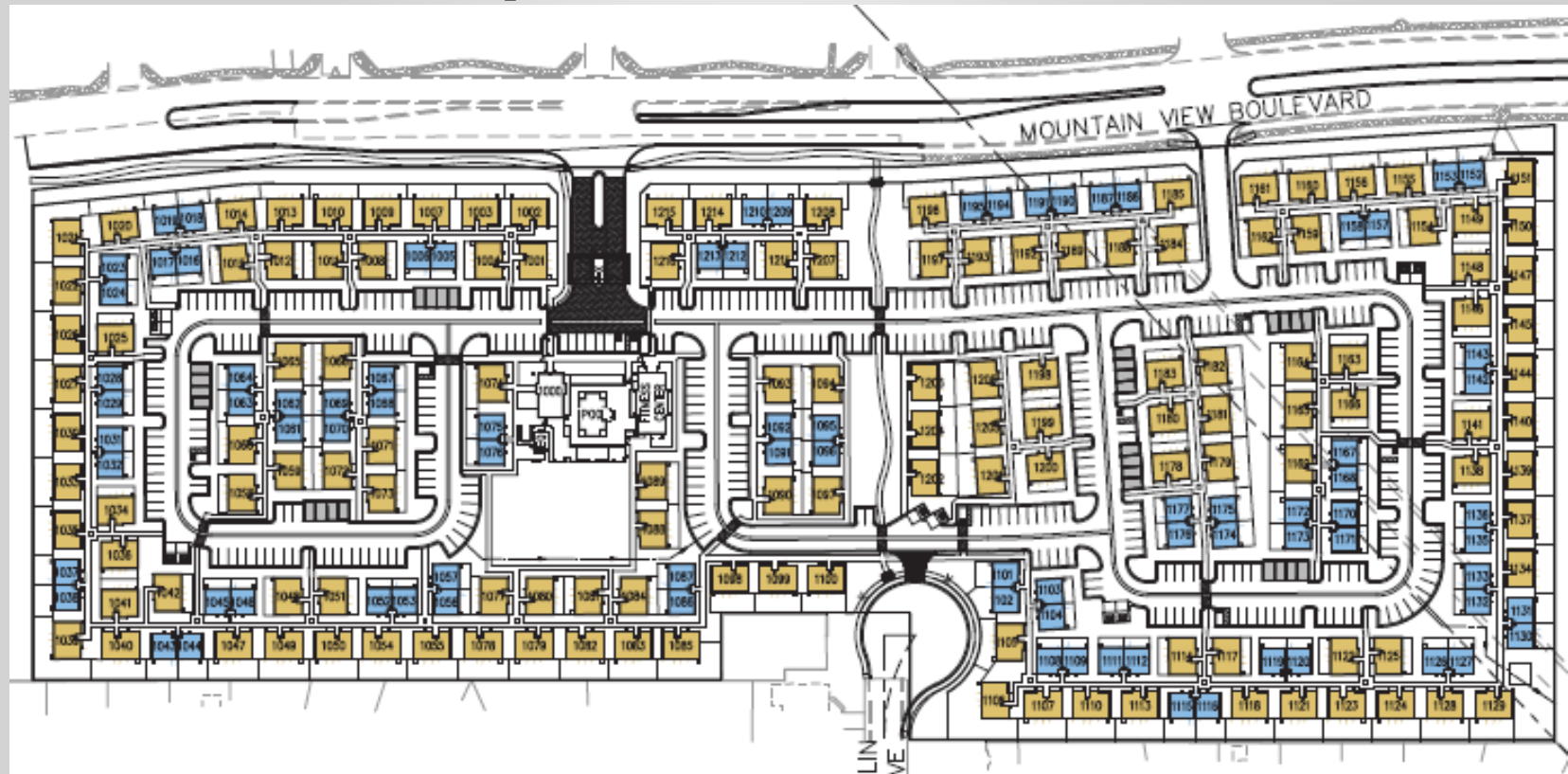
⁽¹⁾ If an entry portico is provided, it shall be allowed at a height up to 30 feet for adequate emergency vehicles ingress and egress as well as appropriate architectural rooflines to match the primary buildings.

⁽²⁾ For the purpose of SUDC section 122-136(b)(15)(d)(1), which discusses wall placement, the front yard shall be measured 15' from the Mountain View Road property line and not the full 30' building setback.

⁽³⁾ In addition to the 15 foot landscape buffer located outside of the perimeter wall, a minimum 15 foot deep private yard shall be provided with at least one tree per yard to act as additional buffering.

⁽⁴⁾ Minimum 20 foot deep private yards shall be provided with at least one tree per yard to act as buffering.

Conceptual Site Plan FS18-171



Conceptual Landscape Plan FS18-171



Architecture FS18-171

OWNER NAME:
 CHRISTOPHER TODD COMMUNITIES
PROJECT NAME:
 CTC GREENWAY
PROJECT ADDRESS:
 LITCHFIELD & GREENWAY
PROJECT CITY:
 LITCHFIELD, MO
PROJECT STATE:
 MISSOURI

CREATIVE LICENSE INTERNATIONAL

REVISIONS:

INSTALL DATE:
SCALE:
DATE: 05-03-17
3D NUMBER: 2962
3D NUMBER: 1000
3D NUMBER: 000
3D NUMBER: 000
3D NUMBER: 000
3D NUMBER: 000



05/03/17 10:30 AM

Staff Recommendations:

Zone Change: **Approve** subject to stipulations “a” and “b”



SURPRISE
ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: Christopher Todd Collection at mountain View Rezone

OVERALL PUBLIC INVOLVEMENT LEVEL:

This activity will follow the citizen outreach and public hearing notification processes as outlined in state statute and the SUDC.

IDENTIFY STAKEHOLDERS:

Impacted residents; schools; churches; businesses; public at-large; property owners?

OBJECTIVES:

What is the purpose of the project/service/program and why is it needed? What are the impacts if the project/service/program is not achieved?

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when)

Future Council Work Session/Meetings target dates

Election dates (if applicable)

Project start/completion dates

Communication Tools and Technique options: (which do you plan to use?)

- ☐ Press releases
- ☐ Public meetings (video/photos, poster boards, fact sheet(s) *do you need Spanish version?)
- ☐ Presentations to boards and commissions, other interested community partners/stakeholders
- ☐ Third-party consultant/moderator (pending budget)
- ☐ Survey (online/paper/both?)
- ☐ Social media
- ☐ Surprise 11
- ☐ Notify Me email/ Council newsletters (opt-in audience)
- ☐ Paid advertising (pending budget)
- ☐ Surprise Progress (mailed quarterly and tied to print deadlines)
- ☐ Booth at city events
- ☐ Paid mailings (pending budget)
- ☐ Creation of a subcommittee/task force
- ☐ Youth/adult activities, registration, or orientation (HOA Academy)
- ☐ Website updates



CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

Back Print

Board Meeting Date:	August 2, 2018	Contact Person:	Seth Dyson, HSCV, Director
Submitting Department:	CD Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
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Agenda Wording:

Consideration and action on an amendment to the Consolidated Plan 2015-19 Priorities.

Motion:

I move to recommend approval to the Mayor and City Council an amendment to the Consolidated Plan 2015-19 Priorities.

Background:

CDBG neighborhood improvements are carried out by city departments. Affordable Housing activities are carried out by outside agencies. These projects will address the neighborhood infrastructure improvements needs identified in the city's Consolidated Plan. CDBG neighborhood infrastructure improvements will be used to implement activities that will improve the safety and quality of life of the residents living within the Heritage District. Although the Consolidated Plan lists Neighborhood Improvements as a priority, the city wanted to specifically list affordable housing and possible commercial property / building demolition as neighborhood improvements in the Surprise Heritage District as the project funding priorities considered today.

Financial Impact Statement:

None

ATTACHMENTS:

Click to download

- ☐ [Staff Report](#)
- ☐ [DRAFT - Consolidated Plan 2015-19 Amendment](#)
- ☐ [Public Engagement Form](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Seth Dyson, Director, Human Service & Community Vitality



HUMAN SERVICE AND COMMUNITY VITALITY

Date: August 2, 2018

To: Planning and Zoning Commission Members

From: Seth Dyson, Director
Joe Gladieux, Acting Neighborhood Services Supervisor
Alicia Rubio, Neighborhood Services Coordinator

Re: CDBG Consolidated Plan Amendment 2015-2019

Introduction

As an entitlement city, Surprise receives a yearly allotment of Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD). Every year the City of Surprise must submit an Annual Action Plan. The Annual Action Plan is a concise summary of actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan. The Consolidated Plan is a combined plan and application to HUD for federal funds available to counties and cities under CDBG which includes all previous five years of annual action plans. Occasionally, an amendment is necessary to the Annual Action Plan and as a direct result the Consolidated Plan must also be amended.

In November 2008, the Council approved the Neighborhood Stabilization Program's (NSP) grant for federal funding to purchase foreclosed homes located in Special Planning Areas which were largely affected by foreclosure. The funds were federal stimulus dollars that supported down payment assistance, homebuyer education, rehabilitation and purchases of foreclosed homes. The homes were subsequently sold to qualified buyers per the NSP guidelines. The funds that were used to purchase the homes were then returned to the City as Program Income upon the sale. Surprise has been directed by HUD to sunset the NSP program. This directive gives the city the ability to transfer program income from the NSP program to the CDBG. In order to do this, Surprise will need to amend their Annual Action Plan and, as a result, amend the Consolidated Plan for 2015-2019.

Today's presentation to the Planning and Zoning Commission will provide information regarding the Consolidated Plan to assist the Commission in deciding if proposed projects meet grant criteria while filling community needs. Once the recommendation is determined, it will be forwarded to Council for consideration. Upon approval by City Council, CDBG Neighborhood Improvement and Affordable Housing Activities will be submitted to HUD as part of the Consolidated Plan Amendment 2015-2019.

Background

CDBG neighborhood infrastructure improvements are carried out by city departments. Affordable Housing activities are carried out by outside agencies. These projects will address

the neighborhood commercial demolition and affordable housing needs identified in the city's Consolidated Plan. CDBG administration, neighborhood improvements and affordable housing projects will be used to implement activities that will improve the safety and quality of life of the residents living within the Heritage District. Although the Consolidated Plan lists Neighborhood Improvements as a priority, the city wanted to specifically list affordable housing, and right of way improvements in the Surprise Heritage District as the project funding priorities considered today.

According to HUD regulations, CDBG funds may be used to provide Neighborhood Improvements (including labor, supplies, materials, project management and other costs) and Economic Development activities, provided the service will:

- Serve low to moderate income persons in the City of Surprise through area benefit or serving a particular clientele like seniors, youth and families
- Neighborhood Improvements
- Affordable Housing Opportunities

Funding Limit

The amount of Program Income to be included in the Annual Action Plan Amendment 2018-2019 is \$206,373 CDBG neighborhood infrastructure improvement projects and affordable housing opportunities are activities that will be carried out as part of this plan amendment.

Updated Actions

Neighborhood Infrastructure Improvement Projects

Infrastructure projects will include right of way improvements and possible commercial property / building demolitions within the Surprise Heritage District

Total NSP to CDBG Transfer Amount: \$206,373

Future Actions

- City Council Public Hearing and action: 9/4/18
- Submission to HUD as part of Consolidated Plan Amendment 2015-19 by 9/6/18

Recommendations

Approval of Consolidated Plan Amendment 2015-19



5 Year Strategic Plan

This document includes Narrative Responses to specific questions that grantees of the Community Development Block Grant, HOME Investment Partnership, Housing Opportunities for People with AIDS and Emergency Shelter Grants Programs must respond to in order to be compliant with the Consolidated Planning Regulations.

GENERAL

Executive Summary

5 Year Strategic Plan Executive Summary:

The City of Surprise Consolidated Plan is a comprehensive document that addresses the city's housing, community development and economic development needs. The Consolidated Plan 2015-19 comprehensively updates the previous four-year strategic plan covering the program years of 2010-2014. It also includes the Annual Action Plan 2018-2019 Amendment. The Consolidated Plan is a combination of housing, community development, and public service plan, and acts as an application for the following two U.S. Department of Housing and Urban Development (HUD) entitlement programs:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program

The City of Surprise 2018-2019 Annual Action Plan fiscal year runs from July 1, 2018 through June 30, 2019. The city's lead agency responsible for the plan's development is the Neighborhood Services Division, Human Service and Community Vitality Development Department. The executive summary includes objective and outcome expectations, as well as an evaluation of past performance. The 2015-2019 Consolidated Plan states how the city intends to utilize its HUD entitlement funds in the areas of housing, community development, public services, and administration. The Consolidated Plan ties HUD grant-funded spending to other funding initiatives in the city that benefit low- and moderate-income residents.

Key components of the plan are:

- Needs assessment.
- Strategic goals.
- Delivery system.
- Accountability and performance measurement.

Primary categories of need that are addressed in the plan are:

- Neighborhood Improvements
- Affordable Housing.
- Public Facility Improvements.
- Public services to special needs populations.

Summary of Objective and Outcome Expectations

The City of Surprise performance measurement system is tied to the city's Original Townsite Revitalization Plan objectives and to the annual budget process. In previous years, the Consolidated Plan provided an estimate of *output* measures in compliance with HUD's data system. The Consolidated Plan includes measures of performance to quantify longer-term goals by incorporating projected *outcome* measures. Quantifiable results-oriented goals for capital programs are tied to a unified framework for the benefit of low- and moderate-income residents.

- Preserve neighborhoods through infrastructure improvements in the targeted low-income area(s).
- Provide public services based on qualifications to special needs populations.
- Preserve neighborhoods through housing rehabilitation assistance to qualified homeowners.
- Preserve habitability of owner-occupied housing through emergency home repair assistance.
- Increase homeownership through downpayment assistance.
- Preserve affordability of quality rental housing through the Housing Choice Voucher program.
- Provide public service activities to city's youth, seniors, special needs persons, veterans, persons and families in crisis, and disabled persons through nonprofit agencies or other city departments.

Changes currently anticipated during the term of this plan:

- Inclusion of affordable housing activities through CDBG funding.

Past Performance Summary

Since becoming an entitlement community in 2006 for CDBG funding, infrastructure was identified as the city's highest priority and was aimed at the Original Townsite (OTS) of Surprise which is predominantly a low- to moderate-income resident area. Three street improvement projects, one park improvements and one public facility improvement project was carried out in the OTS. The infrastructure improvements aimed at creating a suitable living environment principally for the low- to moderate-income persons within the OTS of Surprise.

Implementation

This Consolidated Plan will serve as a guide for City of Surprise' endeavors in housing and community development during the next five years. The plan is updated annually through the adoption of the Annual Action Plan and may be amended from time to time as circumstances change. The Annual Action Plan and amendments to the Consolidated Plan will allow for public review and comment consistent with the Citizens Participation Plan.

Strategic Plan

Due every three, four, or five years (length of period is at the grantee's discretion) no less than 45 days prior to the start of the grantee's program year start date. HUD does not accept plans between August 15 and November 15.

Mission:

The mission of the City of Surprise is to enhance the quality of life through sustainable reconstruction of aging infrastructure systems and housing stock at the neighborhood level in order to develop a healthy living environment.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed.

Community Profile

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) and the basis for assigning the priority (including the relative priority, where required) given to each category of priority needs (91.215(a)(2)). Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
3. Identify any obstacles to meeting underserved needs (91.215(a)(3)).

5 Year Strategic Plan General Questions response:

1.
Surprise is located in the northwest region of the Phoenix Metropolitan Area (Figure 1). The Surprise Planning Area is bordered on the east by the cities of Peoria and El Mirage, on the west by the town of Buckeye, on the south by the city of Glendale, and on the northwest by the town of Wickenburg. Sun City and Sun City West, both unincorporated communities are adjacent to the eastern boundary of the planning area. Located within the Surprise Planning Area are the unincorporated communities of Morristown, Circle City, and Wittmann.

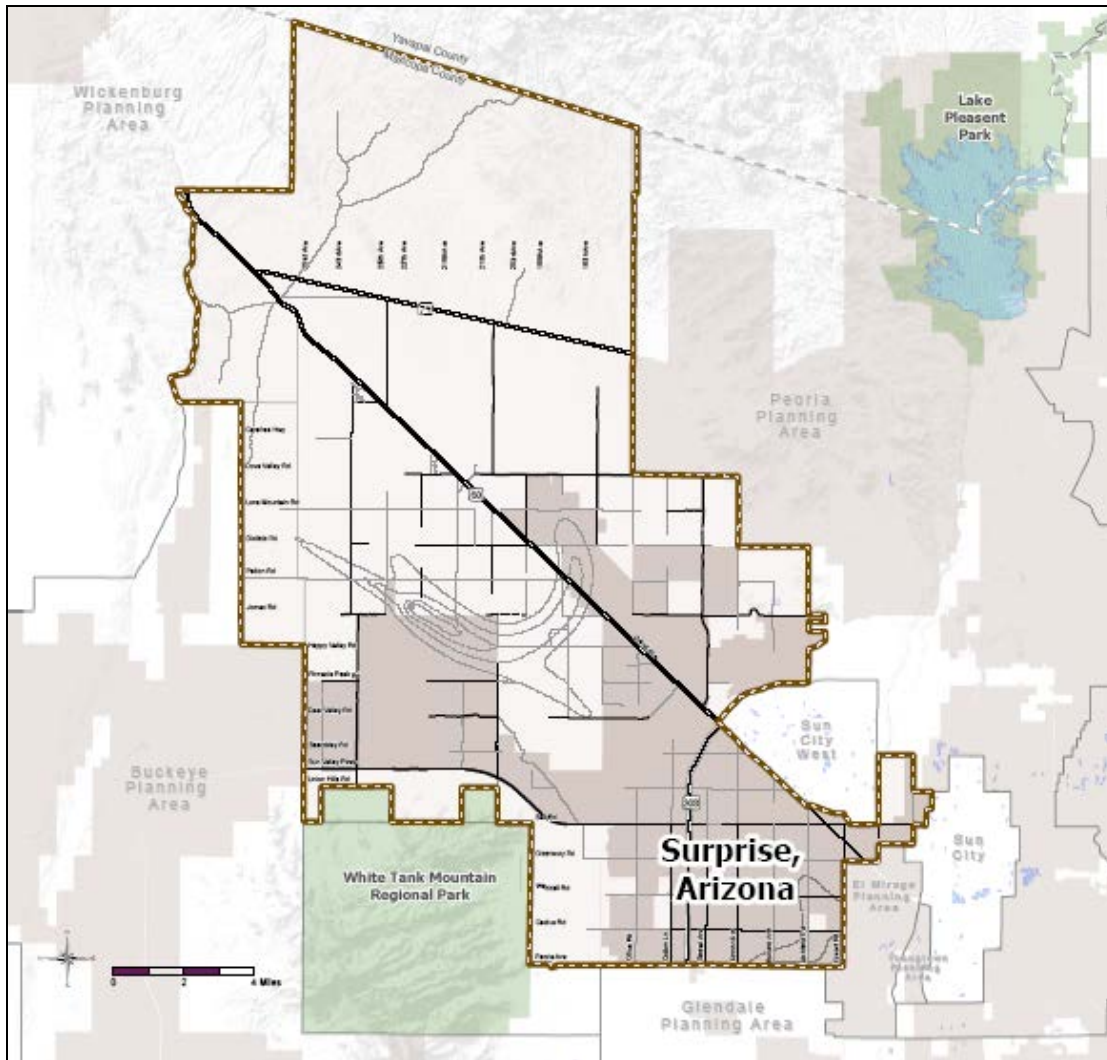


Figure 1: Surprise, AZ

Public facilities and infrastructure improvements with CDBG funds will only be undertaken in the Original Townsite (*Figure 2*) as area benefit activities targeted to the designated service area. This area is the only Census Tract (#608) in Surprise with a population that is more than 51% low and moderate income.



Figure 2: Original Townsite, Surprise, AZ

Economic development, public services, and other eligible activities under the CDBG program that directly benefit individuals will be provided throughout the community contingent on the eligibility of the applicant for the low- or moderate-income beneficiary requirement.

2.

The system for establishing the target areas for the CDBG-funded activities are predicated upon the following criteria:

- The Original Townsite area targeted for CDBG investments under this plan is the lowest income Census Tract in City of Surprise.
- The community has targeted this area for investment in the *Original Townsite Revitalization Plan* and *Surprise Revitalization Strategic Plan – Heritage Overlay*.
- Meeting the statutory requirements of the CDBG program.
- Coordination and leveraging of resources.
- Response to expressed needs.
- Long-term impact and sustainability.

- **The ability to measure or demonstrate progress and success.**

The steps in assignment of priority for specific activities selected for this plan are described further in the section on Priority Needs Analysis and Strategy.

3.

Funding Future

One of the main obstacles to meeting community needs is inadequate resources for programs. The decline in resources across sectors, including government agencies and foundations, due to the economic downturn has negatively impacted the quantity and quality of housing and community development services. Surprise has received an amount of \$206,373 in program income from the Neighborhood Stabilization Program that will be transferred into the CDBG program.

Other obstacles to meeting underserved needs include:

- 1. Insufficient resources to meet all of the legitimate and eligible needs identified.**
- 2. Private ownership of incompatible land uses within the revitalization area.**
- 3. Public ownership of the water system in the revitalization area by another municipality.**
- 4. Environmental issues related to the location of Grand Avenue (US 60), the Railroad, and Luke Airforce Base.**

Managing the Process (91.200 (b))

- 1. Lead Agency. Identify the lead agency or entity for overseeing the development of the plan and the major public and private agencies responsible for administering programs covered by the consolidated plan.**
- 2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.**
- 3. Describe the jurisdiction's consultations with housing, social service agencies, and other entities, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons.**

***Note: HOPWA grantees must consult broadly to develop a metropolitan-wide strategy and other jurisdictions must assist in the preparation of the HOPWA submission.**

5 Year Strategic Plan Managing the Process response:

1.

The Neighborhood Services Division of the Human Service and Community Vitality Department is the lead agency for the City of Surprise Consolidated Plan. The Consolidated Plan along with the Annual Action Plan is authorized and approved by the Mayor and City Council upon the recommendation of the appointed Surprise Planning and Zoning Commission. Actions required

to accept and administer the CDBG and HOME funds are assigned to the City Manager or his designee.

2.

The City of Surprise has developed the Consolidated Plan with the input of several key city departments and divisions, county agencies, local nonprofit agencies and service organizations, community groups, boards and commissions, and citizens of Surprise.

To gather input from the citizens of Surprise, the city has adopted a Citizen Participation Plan that describes the citizens input process for the CDBG and HOME programs.

Significant steps in the planning process included:

- a) Creating a public participation plan to involve citizens of City of Surprise.
- b) Establishment of needs assessment and priorities with other city departments and divisions.
- c) Conducting a survey and followed up with a supplemental survey to citizens of the city and city officials to determine high priorities needs within Surprise.
- d) Review of needs assessments and goals and objectives established with the Surprise Planning and Zoning Commission members.
- e) Conducting a City Council work session.

3.

During the development of the Consolidated Plan, the following groups and city departments were interviewed and or returned surveys. These groups represent or serve the populations whose needs were considered in the Consolidated Plan:

- a) City of Surprise Community Development Department.
- b) City of Surprise Community and Recreation Services.
- c) City of Surprise Economic Development Department.
- d) City of Surprise Public Works Department.
- e) Maricopa HOME Consortium.
- f) The Housing Authority of Maricopa County.
- g) Maricopa County Community Development.
- h) City of Surprise Planning and Zoning Commission.
- i) Original Town Site Stakeholder Group
- j) Area Congressional Representative response for the survey.

Citizen Participation (91.200 (b))

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

5 Year Strategic Plan Citizen Participation response:

1.

Throughout the development of the Consolidated Plan, citizen input is encouraged. The City of Surprise provides its citizens many opportunities to provide input to the decision making process. Citizens are encouraged to attend and participate in City Council meetings, Planning and Zoning Commission meetings to solicit public input. These community engagement practices are designed to meet the needs and requirements of various programs and planning processes.

In accordance with 24 CFR 91.115(e), city staff has developed a Citizen Participation Plan (CPP) designed specifically for the Consolidated Plan. The CPP describes city policies relating to public hearings, public notices, and comment period. A schedule of citizen participation actions was developed at the beginning of the Consolidated Plan drafting.

Table 1: Schedule of Citizen Participation

Time	Activity
August 2, 2018	Planning and Zoning Commission Meeting on Consolidated Plan Priorities and Public Hearing
July 19-August 19, 2018 30 day public comment period on Annual Action Plan Amendment and Consolidated Plan Amendment	30 day comment period
September 4, 2018	City Council Public Hearing and approval.
September 10, 2018	Submission to HUD

2.

TBD

3.

To assist in obtaining broad-based participation, a city's mailing distribution list is used. The list includes public, private and social service agencies and individuals that request notices of meetings and hearings. Staff publishes public notices for both public meetings and hearings in Daily News-Sun an everyday publishing newspaper, in accordance with city notification practices.

As per the CPP, the public hearings were held at accessible locations. Electronic copies of the plan were made available on the city's website. Printed public notices were distributed in English listing the locations where copies of the Consolidated Plan are available and inviting citizens to speak at the public meetings and hearings and/or submit written comments. Public meetings and hearings are accessible and sign language interpretation is available for public hearings and meetings by request.

4.

Citizens' request for highway access, road repairs, and other transportation improvements were not included as they do not qualify either under area

benefit or limited clientele benefit caveat for the low- to moderate-income persons in the city.

Institutional Structure (91.215 (i))

1. Explain the institutional structure through which the jurisdiction will carry out its consolidated plan, including private industry, nonprofit organizations, and public institutions.
2. Assess the strengths and gaps in the delivery system.
3. Assess the strengths and gaps in the delivery system for public housing, including a description of the organizational relationship between the jurisdiction and the public housing agency, including the appointing authority for the commissioners or board of housing agency, relationship regarding hiring, contracting and procurement; provision of services funded by the jurisdiction; review by the jurisdiction of proposed capital improvements as well as proposed development, demolition or disposition of public housing developments.

5 Year Strategic Plan Institutional Structure response:

1.

The City of Surprise is the clearinghouse and facilitator for the activities as described by the Consolidated Plan.

The Neighborhood Services Division of the Human Service and Community Vitality Development Department oversees the administration of all CDBG and HOME entitlement programs. The department is responsible for:

- **Program management and oversight.**
- **Interdepartmental coordination.**
- **Subrecipient contract administration and monitoring.**
- **Program evaluation.**
- **Consolidated Plan preparation, monitoring and evaluation.**
- **Required reporting to HUD.**

Other city departments and private agencies that participate in the implementation of federal-funded grants include:

- **City Council - formal approval body for policy making and release of funds.**
- **The Public Works Department - has experience in administering the procurement and Labor Standards requirements of federally funded projects.**
- **Financial management will be appropriately separated between the Finance Department and Human Service and Community Vitality Department.**
- **Maricopa HOME Consortium is the lead agency for HOME funds and activities.**
- **The Maricopa County Human Services Department provides services in workforce development and special transportation**

- The city is also served by a number of private nonprofit housing and health and human services providers and local church organizations like Habitat for Humanity, Benevilla and St. Mary's Food Bank.

2.

The major gap is the coordination of multiple organizations in regards with networking, ensuring that overlap of assignments is minimized, and facilitating more efficient use of resources.

The city is carrying out public service activities under the CDBG program through an open application process, effective management of the subrecipients would be a challenge and will likely require additional training.

3.

The Housing Authority of Maricopa County (HAMC) has two public housing developments in Surprise and administers Housing Choice Vouchers in the private rental market. The operations of HAMC in Surprise have not been formalized since Surprise incorporated as a city and an intergovernmental agreement would be beneficial.

Monitoring (91.230)

1. Describe the standards and procedures the jurisdiction will use to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

5 Year Strategic Plan Monitoring response:

The City of Surprise Neighborhood Services Division of the Human Service and Community Vitality Department oversees all grant-funded housing and community development programs and will be responsible for all performance measurement activities.

The Neighborhood Services Division is also responsible for the timely implementation of activities and projects. The City of Surprise will ensure that all grant-funded projects are monitored for compliance with the applicable city, state and federal laws. This will be accomplished using the city's current monitoring/contract compliance process for federal programs.

The Neighborhood Services Division monitors all proposed activities to ensure long-term compliance with program requirements. The objectives of these monitoring are to make sure that activities:

1. Comply with all regulations governing their administrative, financial, and programmatic operations.
2. Achieve their performance objectives within schedule and budget.

General Monitoring Procedures

Annually, with the preparation of Consolidated Annual Performance and Evaluation Report (CAPER), the Neighborhood Services Division will review whether the specific objectivities outlined in this strategic plan are being met. Furthermore, subsequent CAPERs will give an opportunity to address

community priorities and if adequate resources are available to meet the objectives.

The City of Surprise relies upon all grant-funded entities to complete a Quarterly Performance Report (QPR) to assess project progress. Accomplishments for the quarter are identified including measurable outcomes, client information, time frames and quarterly costs.

Neighborhood Services Division also administers the Integrated Disbursement and Information System (IDIS).

The more formal monitoring begins with a risk assessment of all grant-funded projects and subrecipient contracts. The risk assessment considers size of the grant contract, changes in organizational structure, and how long it has been since the last on-site monitoring.

For the HOME programs, included is an annual peer review for each member of the Maricopa HOME Consortium. The peer monitoring is performed by representatives from other participating communities and may take the form of either a desk review or an on-site monitoring.

Subrecipient Monitoring:

All subrecipients of CDBG and HOME funds will be subject to monitoring. Fiscal monitoring will include review and approval of budgets, compliance with executed grant agreements, review of fiscal reports on a monthly or quarterly basis, and a review of audits on an annual basis. Additional monitoring will occur through on-site visits. These site visits will occur as necessary but will be conducted at least once every six months.

All subrecipients must identify the personnel working on the project; keep accurate records and filing systems to document program benefits and compliance; maintain an appropriate financial management system; submit to an audit; and submit a final report at closeout.

Affirmative and Outreach Monitoring

The city's contract compliance officer is responsible for ensuring affirmative marketing and minority outreach including Section 3 and Minority/Women Business Enterprise compliance, by using existing standards and procedures as prescribed under the CDBG and HOME programs.

Priority Needs Analysis and Strategies (91.215 (a))

1. Describe the basis for assigning the priority given to each category of priority needs.
2. Identify any obstacles to meeting underserved needs.

5 Year Strategic Plan Priority Needs Analysis and Strategies response:

1.

The priorities presented were developed by:

- **Weighing the severity of the need among all groups and subgroups in the city.**
- **Analyzing the current social, economic and housing conditions.**
- **Analyzing the relative needs of low- and moderate-income families.**
- **Assessing the resources likely to be available over the next five years.**

Priorities are relative and follow these classifications:

High: The city plans to use available Consolidated Plan funds for activities to meet the need during the Five-Year Strategic Plan.

Medium: The city plans to use any available funds, including Consolidated Plan funds, for activities to meet the need during the Five-Year Strategic Plan, and can assist organizations in seeking funds to meet the need.

Low: The city does not envision using any available Consolidated Plan funds for activities to meet the need during the Five-Year Strategic Plan.

Identified Feasible Priorities Based on Survey:

- **Veteran Programs**
- **Transportation infrastructure improvements**
- **Job creation/retention**
- **Youth centers/Youth activities**
- **Neighborhood Clean up**
- **Literacy Programs**
- **Health care**
- **Health care services**
- **Senior Center programs/activities**

Identified Feasible Priorities Based on Needs and Urgency:

- **Neighborhood Improvements**
- **Job training**
- **Water system Improvements in OTS**
- **Drainage Improvements in OTS**
- **Lighting Improvements in OTS**
- **Street Improvements**
- **Youth training program**
- **Youth recreation program**
- **Veteran services**

2.

Funding Future

One of the main obstacles to meeting community needs is inadequate resources for programs. The decline in resources across sectors, including government agencies and foundations, due to the economic downturn has

negatively impacted the quantity and quality of housing and community development services. Although federal stimulus funding helps mitigate this trend to some extent, resources for these programs will likely be limited for the near future.

Other obstacles to meeting underserved include:

- a) Insufficient resources to meet all of the legitimate and eligible needs identified.
- b) Private ownership of incompatible land uses within the revitalization area.
- c) Public ownership of the water system in the Revitalization area by another municipality.
- d) Environmental issues related to the location of Grand Avenue, the railroad, and Luke Airforce Base.

Lead-based Paint (91.215 (g))

1. Estimate the number of housing units that contain lead-based paint hazards, as defined in section 1004 of the Residential Lead-Based Paint Hazard Reduction Act of 1992, and are occupied by extremely low-income, low-income, and moderate-income families.
2. Outline actions proposed or being taken to evaluate and reduce lead-based paint hazards and describe how lead based paint hazards will be integrated into housing policies and programs, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

5 Year Strategic Plan Lead-based Paint response:

1. **Assessment of the outside parameters of lead paint hazard for the City of Surprise has been calculated in the chart below utilizing data from the 2000 Census applied to the findings of a national study titled 'The prevalence of Lead Based Paint Hazards in U.S. Housing.'**

Table 2:

Sample	Region	Surprise	Prevalence		Surprise	
			Sample	%w/hazards	Owner	Renter
Western Region			Western region	15%		
Owner renter split			Construction year			
Owner	69	88%	1978+w/hazards	3%	302	33
Renter	30	12%	1960-1977	8%	63	28
In poverty	14%	8.70%	1940-1959	43%	53	24
Income			Before 1940	69%	19	0
0-\$19,999	20%		Tenure			
\$20-39,999	27%		Owner	23%	437	
\$40-+	44%		Renter	30%		84
Calculations are derived from 2000 Census based on findings of "The prevalence of Lead Based Paint Hazards in U.S Housing" October 2002.			In poverty	38%	166	32
			W/children	25%	109	21

The Arizona Department of Health Services maintains records on the number of children reported to have elevated blood levels from any source. Since the year 2008 - 2014, sixty-seven (67) children have tested positive for elevated levels of lead in the bloodstream. During that time, two of the tests resulted in environmental investigations at the home. Neither of the home investigations revealed an apparent source for the lead.

2.

Housing units assisted under any and all programs covered under this Consolidated Plan are inspected and/or tested prior to assistance as follows:

- a. The Housing Authority of Maricopa County inspects all rental units prior to occupancy by households who have Housing Choice Vouchers. For units built before 1978, chipped or peeling paint must be removed prior to occupancy.**
- b. For units built before 1978, chipped or peeling paint must be removed prior to occupancy. Renter and owner-occupied units built before 1978 that are being rehabilitated with CDBG or HOME funds must be professionally assessed and abated as part of the assisted contract.**
- c. Lead-based paint is not allowed or sold for residential construction after 1978. Newly constructed single-family or multifamily residences assisted with funding from the covered grants will be free of lead paint hazards.**

HOUSING

Housing Needs (91.205)

*Please also refer to the Housing Needs Table in the Needs.xls workbook

1. Describe the estimated housing needs projected for the next five year period for the following categories of persons: extremely low-income, low-income, moderate-income, and middle-income families, renters and owners, elderly persons, persons with disabilities, including persons with HIV/AIDS and their families, single persons, large families, public housing residents, victims of domestic violence, families on the public housing and section 8 tenant-based waiting list, and discuss specific housing problems, including: cost-burden, severe cost-burden, substandard housing, and overcrowding (especially large families).
2. To the extent that any racial or ethnic group has a disproportionately greater need for any income category in comparison to the needs of that category as a whole, the jurisdiction must complete an assessment of that specific need. For this purpose, disproportionately greater need exists when the percentage of persons in a category of need who are members of a particular racial or ethnic group is at least ten percentage points higher than the percentage of persons in the category as a whole.

5 Year Strategic Plan Housing Needs response:

Effective July 1, 2006, City of Surprise became a member of the Maricopa HOME Consortium through an Intergovernmental Agreement. Federal regulations (24 CFR 91.405) require that housing needs assessment(s) be

consolidated for the entire Consortium Service Area. See the 2015-2019 Consolidated Plan for the Maricopa HOME Consortium. The City of Surprise has listed Affordable Housing Opportunities as a high priority through the Consolidated Plan Amendment process for the Annual Action Plan 4 2017-2018

Priority Housing Needs (91.215 (b))

1. Identify the priority housing needs and activities in accordance with the categories specified in the Housing Needs Table (formerly Table 2A). These categories correspond with special tabulations of U.S. census data provided by HUD for the preparation of the Consolidated Plan.
2. Provide an analysis of how the characteristics of the housing market and the severity of housing problems and needs of each category of residents provided the basis for determining the relative priority of each priority housing need category.

Note: Family and income types may be grouped in the case of closely related categories of residents where the analysis would apply to more than one family or income type.

3. Describe the basis for assigning the priority given to each category of priority needs.
4. Identify any obstacles to meeting underserved needs.
5. Year Strategic Plan Priority Housing Needs response:

Effective July 1, 2006, the City of Surprise became a member of the Maricopa HOME Consortium through an Intergovernmental Agreement. Federal regulations (24 CFR 91.405) require that housing needs assessments be consolidated for the entire Consortium Service Area. See the 2015-2019 Consolidated Plan for the Maricopa HOME Consortium. The City of Surprise has listed Affordable Housing Opportunities as a high priority through the Consolidated Plan Amendment process for the Annual Action Plan Year 4 2018-2019 and Annual Action Plan Year 5 2019-2020.

Housing Market Analysis (91.210)

*Please also refer to the Housing Market Analysis Table in the Needs.xls workbook

1. Based on information available to the jurisdiction, describe the significant characteristics of the housing market in terms of supply, demand, condition, and the cost of housing; the housing stock available to serve persons with disabilities; and to serve persons with HIV/AIDS and their families. Data on the housing market should include, to the extent information is available, an estimate of the number of vacant or abandoned buildings and whether units in these buildings are suitable for rehabilitation.
2. Describe the number and targeting (income level and type of household served) of units currently assisted by local, state, or federally funded programs, and an assessment of whether any such units are expected to be lost from the assisted housing inventory for any reason, (i.e. expiration of Section 8 contracts).

3. Indicate how the characteristics of the housing market will influence the use of funds made available for rental assistance, production of new units, rehabilitation of old units, or acquisition of existing units. Please note, the goal of affordable housing is not met by beds in nursing homes.

5 Year Strategic Plan Housing Market Analysis responses:

Effective July 1, 2006, the City of Surprise became a member of the Maricopa HOME Consortium through an Intergovernmental Agreement. Federal regulations (24 CFR 91.405) require that housing needs assessments be consolidated for the entire Consortium Service Area. See the 2015-2019 Consolidated Plan for the Maricopa HOME Consortium. The City of Surprise has listed Affordable Housing Opportunities as a high priority through the Consolidated Plan Amendment process for the Annual Action Plan Year 4 2018-2019 and Annual Action Plan Year 5 2019-2020.

Specific Housing Objectives (91.215 (b))

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve over a specified time period.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

5 Year Strategic Plan Specific Housing Objectives response:

Specific Housing Objectives for the period of the Consolidated Plan include:

Table 3:			
National Objective met by: <i>Providing decent housing.</i>			
Desired outcome: <i>An increase in the number of quality affordable units.</i>			
Need to be addressed / From the Needs Assessment	Goal to address high and medium priority needs	Activity and General Location	Anticipated sources of funding
Quality owner-occupied housing	Increase the quality of owner-occupied housing in older neighborhoods	Major and Minor Housing rehabilitation to low- and moderate-income households primarily located in the Original Townsite Area.	CDBG, HOME, Private loans and Owners' funds
Quality owner-occupied housing	Increase the availability of affordable owner-occupied housing	Support to the development of housing and neighborhoods by Habitat for Humanity.	Private financing, Sweat equity, HOME funds, and NSP Program

Quality owner-occupied housing	Preserve habitability of owner-occupied housing	Emergency repair assistance.	CDBG Funds, HOME Funds
Affordable rental housing	Increase the supply of affordable rental housing	Acquisition/ rehabilitation assistance to preserve units affordable to low- and moderate-income renters as opportunities are presented by nonprofit housing providers.	HOME, CDBG funds, affordable housing bonds, private financing
Affordable rental housing	Increase the supply of affordable rental housing	Acquisition/ new development assistance to add to the number of units affordable to low- and moderate-income renters.	HOME, CDBG funds, Affordable housing bonds, Private financing, Low Income Housing Tax Credits

See the chart below for the performance measures for the above objectives.

Five-year Goals for Housing

Table 4: Priority Housing Needs (Households)		Priority		Unmet Need
Renter	Small Related	0-30%	H	270
		31-50%	H	251
		51-80%	M	348
	Large Related	0-30%	H	72
		31-50%	H	79
		51-80%	H	81
	Elderly	0-30%	H	108
		31-50%	H	167
		51-80%	M	137
	All Other	0-30%	H	261
		31-50%	H	242
		51-80%	M	319
Owner	Small Related	0-30%	M	128
		31-50%	H	157
		51-80%	H	347
	Large Related	0-30%	M	46
		31-50%	H	69
		51-80%	H	107

	Elderly	0-30%	H	219
		31-50%	H	283
		51-80%	H	296
	All Other	0-30%	M	110
		31-50%	H	77
		51-80%	H	179
Non-Homeless Special needs	Elderly	0-80%	H	126
	Frail Elderly	0-80%	H	168
	Severe Mental Illness	0-80%	H	165
	Physical Disability	0-80%	M	53
	Developmental Disability	0-80%	M	105
	Alcohol/Drug Abuse	0-80%	H	96
	HIV/AIDS	0-80%	M	15
	Victims of Domestic Violence	0-80%	H	45

Table 5: Priority Needs	5-YR. Goal Plan / Act	Year 1 Goal Plan / Act	Year 2 Goal Plan / Act	Year 3 Goal Plan / Act	Year 4 Goal Plan / Act	Year 5 Goal Plan / Act
Renters	119	24	24	24	24	24
0-30%	33	7	7	7	7	7
31-50%	17	3	3	3	3	3
51-80%	69	14	14	14	14	14
owners	135	27	27	27	27	27
0-30%	40	8	8	8	8	8
31-50%	56	11	11	11	11	11
51-80%	39	8	8	8	8	8
Homeless						
Individuals	0	0	0	0	0	0
Families	0	0	0	0	0	0
Non-Homeless Special Needs						
Elderly	64	13	13	13	13	13
Frail Elderly	23	5	5	5	5	5
Severe Mental Illness	4	1	1	1	1	1
Physical Disability	18	4	4	4	4	4
Developmental Disability	13	3	3	3	3	3
Alcohol/Drug Abuse	5	1	1	1	1	1
HIV/AIDS	2	0	0	0	0	0
Victims of Domestic Violence	5	1	1	1	1	1
Total	134	27	27	27	27	27

The above two tables are derived from the Maricopa Consortium Consolidated Plan for 2015-19. The estimated number of people in Surprise for each need category is determined by multiplying the category's county population by the percentage of Surprise population that is in the Maricopa County- 3%. The estimated numbers are derived from 2007 – 2011 CHAS runs extrapolated to 2011.

Table 6: Priority Needs	5-YR. Goal Plan / Act	Year 1 Goal Plan / Act	Year 2 Goal Plan / Act	Year 3 Goal Plan / Act	Year 4 Goal Plan / Act	Year 5 Goal Plan / Act
CDBG						
Acquisition of existing rental units						
Production of new rental units						
Rehabilitation of existing rental units						
Rental assistance						
Acquisition of existing owner units						
Production of new owner units						
Rehabilitation of existing owner units	74	24	10	10	15	15
Homeownership assistance						
HOME						
Acquisition of existing rental units						
Production of new rental units						
Rehabilitation of existing rental units						
Rental assistance						
Acquisition of existing owner units						
Production of new owner units						
Rehabilitation of existing owner units	15	3	3	3	3	3
Homeownership assistance						
HOPWA						
Rental assistance						
Short term rent/mortgage utility payments						
Facility based housing development	City of Surprise does not receive HOPWA funding					
Facility based housing operations						
Supportive Services						
Other						
NSP						
Production of new owner units	2	1	1	-	N/A	N/A
Homeownership assistance	24	8	8	8	N/A	N/A

Surprise is not eligible for funding for Housing Opportunities for People with AIDS and does not track housing assistance or set housing goals for persons with AIDS separate from housing assistance for persons with other

disabilities. Section 8 regulations do not authorize the collection of this information.

The goals listed in the chart above continue services and levels of service that have been provided in the past under operating agreements with Maricopa County Community Development, the Housing Authority of Maricopa and nonprofit housing providers.

2.

Resources anticipated to address these objectives include:

1. HUD funding
 - a. Community Development Block Grants.
 - b. HOME Investment Partnerships funds.
 - c. Neighborhood Stabilization Program (NSP).
 - d. Housing Choice Vouchers.
2. Low Income Housing Tax Credits issued through the state.
3. State and County IDA funding from
 - a. Multifamily.
 - b. Single-Family bonds.
 - c. Mortgage Credit Certificates.
4. Private funding
 - a. Family Self-sufficiency escrow accounts.
 - b. IDEA grants.
 - c. Individual Development Accounts.
 - d. Unrestricted funds leveraged and matched by nonprofit housing providers.
 - e. Subsidized and unsubsidized private investments by private investors.

Needs of Public Housing (91.210 (b))

In cooperation with the public housing agency or agencies located within its boundaries, describe the needs of public housing, including the number of public housing units in the jurisdiction, the physical condition of such units, the restoration and revitalization needs of public housing projects within the jurisdiction, and other factors, including the number of families on public housing and tenant-based waiting lists and results from the Section 504 needs assessment of public housing projects located within its boundaries (i.e. assessment of needs of tenants and applicants on waiting list for accessible units as required by 24 CFR 8.25). The public housing agency and jurisdiction can use the optional Priority Public Housing Needs Table (formerly Table 4) of the Consolidated Plan to identify priority public housing needs to assist in this process.

5 Year Strategic Plan Needs of Public Housing response:

The Housing Authority of Maricopa County (HAMC) administers the public housing and Section 8 subsidized housing programs for City of Surprise. Surprise' housing activities are planned and reported through the Maricopa Consortium Plan. See the 2015-2019 Consolidated Plan for the Maricopa HOME Consortium for more information.

Public Housing Strategy (91.210)

1. Describe the public housing agency's strategy to serve the needs of extremely low-income, low-income, and moderate-income families residing in the jurisdiction served by the public housing agency (including families on the public housing and section 8 tenant-based waiting list), the public housing agency's strategy for addressing the revitalization and restoration needs of public housing projects within the jurisdiction and improving the management and operation of such public housing, and the public housing agency's strategy for improving the living environment of extremely low-income, low-income, and moderate families residing in public housing.
2. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake to encourage public housing residents to become more involved in management and participate in homeownership. (NAHA Sec. 105 (b)(11) and (91.215 (k))
3. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation. (NAHA Sec. 105 (g))

5 Year Strategic Plan Public Housing Strategy response:

1. **Not Applicable**
2. **Not Applicable**
3. **HAMC is not designated as a "troubled agency."**

Barriers to Affordable Housing (91.210 (e) and 91.215 (f))

1. Explain whether the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction. Such policies include tax policy affecting land and other property, land use controls, zoning ordinances, building codes, fees and charges, growth limits, and policies that affect the return on residential investment.
2. Describe the strategy to remove or ameliorate negative effects of public policies that serve as barriers to affordable housing, except that, if a State requires a unit of general local government to submit a regulatory barrier assessment that is substantially equivalent to the information required under this part, as determined by HUD, the unit of general local government may submit that assessment to HUD and it shall be considered to have complied with this requirement.;

5 Year Strategic Plan Barriers to Affordable Housing response:

1.
While the city's housing supply is large enough to meet demand, there is a significant disconnect between the supply of housing units and the location, price, and quality of the housing units. The housing stock has been growing and stands at 52,384 units as of 2013. This includes single-family units, multi-family units and mobile homes. An average of 2511 units has been built each year from 2008 through 2013. The average household size is now 2.75. More than half of Surprise's housing stock was built after 2000.

The City of Surprise is recognized for its relative affordability. First time homebuyers have been able to purchase quality homes in master planned neighborhoods due to affordable pricing and homebuyer assistance programs. Monitoring housing affordability as the city matures will be important. The key is to ensure the widest range of housing supply possible to meet the needs of a growing city including low- and moderate-income households.

The main contributors to the cost of housing in Surprise are:

- The cost of vacant land and built residential property.
- The lack of a supply of land available for residential development outside of master-planned communities.
- The lack of supply of a variety of housing.
- The lack of available credit for low- and moderate-income persons.

The growth of Surprise over the last 15 years can only be described as extreme. Much of this development has been in master-planned subdivisions with high amenities and innovative development patterns. The city's development standards are strict enough to support long-term neighborhood quality in the intense Arizona sun. The result has been rapid increases in the cost of housing that has been exacerbated by the recent run-up in the value of resale housing in all of Maricopa County.

The following table, although not required, documents the city's standing pursuant to the April 21, 2004 Federal Register Notice on the Affordable Communities Initiative.

America's Affordable Communities Initiative	U.S. Department of Housing and Urban Development	OMB approval no. 2535-0120 (exp. 11/30/2014)
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Public reporting burden for this collection of information is estimated to average 3 hours. This includes the time for collecting, reviewing, and reporting the data. The information will be used to encourage applicants to pursue and promote efforts to remove regulatory barriers to affordable housing. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

Questionnaire for HUD's Initiative on Removal of Regulatory Barriers

Part A. Local Jurisdictions. Counties Exercising Land Use and Building Regulatory Authority and Other Applicants Applying for Projects Located in such Jurisdictions or Counties

	1	2
1. Does your jurisdiction's comprehensive plan (or in the case of a tribe or TDHE, a local Indian Housing Plan) include a "housing element? A local comprehensive plan means the adopted official statement of a legislative body of a local government that sets forth (in words, maps, illustrations, and/or tables) goals, policies, and guidelines intended to direct the present and future physical, social, and economic development that occurs within its planning jurisdiction and that includes a unified physical plan for the public development of land and water. If your jurisdiction does not have a local	☐ No	☒ Yes

comprehensive plan with a "housing element," please enter no. If no, skip to question # 4.		
2. If your jurisdiction has a comprehensive plan with a housing element, does the plan provide estimates of current and anticipated housing needs, taking into account the anticipated growth of the region, for existing and future residents, including low, moderate and middle income families, for at least the next five years?	☒ No	☐ Yes
3. Does your zoning ordinance and map, development and subdivision regulations or other land use controls conform to the jurisdiction's comprehensive plan regarding housing needs by providing: a) sufficient land use and density categories (multifamily housing, duplexes, small lot homes and other similar elements); and, b) sufficient land zoned or mapped "as of right" in these categories, that can permit the building of affordable housing addressing the needs identified in the plan? (For purposes of this notice, "as-of-right," as applied to zoning, means uses and development standards that are determined in advance and specifically authorized by the zoning ordinance. The ordinance is largely self-enforcing because little or no discretion occurs in its administration.). If the jurisdiction has chosen not to have either zoning, or other development controls that have varying standards based upon districts or zones, the applicant may also enter yes.	☐ No	☒ Yes
4. Does your jurisdiction's zoning ordinance set minimum building size requirements that exceed the local housing or health code or is otherwise not based upon explicit health standards?	☐ Yes	☒ No
5. If your jurisdiction has development impact fees, are the fees specified and calculated under local or state statutory criteria? If no, skip to question #7. Alternatively, if your jurisdiction does not have impact fees, you may enter yes.	☐ No	☒ Yes
6. If yes to question #5, does the statute provide criteria that sets standards for the allowable type of capital investments that have a direct relationship between the fee and the development (nexus), and a method for fee calculation?	☐ No	☒ Yes
7. If your jurisdiction has impact or other significant fees, does the jurisdiction provide waivers of these fees for affordable housing?	☒ No	☐ Yes
8. Has your jurisdiction adopted specific building code language regarding housing rehabilitation that encourages such rehabilitation through graduated regulatory requirements applicable as different levels of work are performed in existing buildings? Such code language increases regulatory requirements (the additional improvements required as a matter of regulatory policy) in proportion to the extent of rehabilitation that an owner/developer chooses to do on a voluntary basis. For further information see HUD publication: "Smart Codes in Your Community: A Guide to Building Rehabilitation Codes" (www.huduser.org/publications/destech/smartcodes.html)	☒ No	☐ Yes

9. Does your jurisdiction use a recent version (i.e. published within the last 5 years or, if no recent version has been published, the last version published) of one of the nationally recognized model building codes (i.e. the International Code Council (ICC), the Building Officials and Code Administrators International (BOCA), the Southern Building Code Congress International (SBCI), the International Conference of Building Officials (ICBO), the National Fire Protection Association (NFPA)) without significant technical amendment or modification. In the case of a tribe or TDHE, has a recent version of one of the model building codes as described above been adopted or, alternatively, has the tribe or TDHE adopted a building code that is substantially equivalent to one or more of the recognized model building codes? Alternatively, if a significant technical amendment has been made to the above model codes, can the jurisdiction supply supporting data that the amendments do not negatively impact affordability.	☐ No	☒ Yes
10. Does your jurisdiction's zoning ordinance or land use regulations permit manufactured (HUD-Code) housing "as of right" in all residential districts and zoning classifications in which similar site-built housing is permitted, subject to design, density, building size, foundation requirements, and other similar requirements applicable to other housing that will be deemed realty, irrespective of the method of production?	☒ No	☐ Yes
11. Within the past five years, has a jurisdiction official (i.e., chief executive, mayor, county chairman, city manager, administrator, or a tribally recognized official, etc.), the local legislative body, or planning commission, directly, or in partnership with major private or public stakeholders, convened or funded comprehensive studies, commissions, or hearings, or has the jurisdiction established a formal ongoing process, to review the rules, regulations, development standards, and processes of the jurisdiction to assess their impact on the supply of affordable housing?	☒ No	☐ Yes
12. *Within the past five years, has the jurisdiction initiated major regulatory reforms either as a result of the above study or as a result of information identified in the barrier component of the jurisdiction's "HUD Consolidated Plan?" If yes, attach a brief list of these major regulatory reforms.	☐ No	☒ Yes
13. Within the past five years has your jurisdiction modified infrastructure standards and/or authorized the use of new infrastructure technologies (e.g. water, sewer, street width) to significantly reduce the cost of housing?	☒ No	☐ Yes
14. Does your jurisdiction give "as-of-right" density bonuses sufficient to offset the cost of building below market units as an incentive for any market rate residential development that includes a portion of affordable housing? (As applied to density bonuses, "as of right" means a density bonus granted for a fixed percentage or number of additional market rate dwelling units in exchange for the provision of a fixed number or percentage of affordable dwelling units and without	☒ No	☐ Yes

the use of discretion in determining the number of additional market rate units.)		
15. Has your jurisdiction established a single, consolidated permit application process for housing development that includes building, zoning, engineering, environmental, and related permits? Alternatively, does your jurisdiction conduct concurrent, not sequential, reviews for all required permits and approvals?	☐ No	☒ Yes
16. Does your jurisdiction provide for expedited or “fast track” permitting and approvals for all affordable housing projects in your community?	☒ No	☐ Yes
17. Has your jurisdiction established time limits for government review and approval or disapproval of development permits in which failure to act, after the application is deemed complete, by the government within the designated time period, results in automatic approval?	☒ No	☐ Yes
18. Does your jurisdiction allow “accessory apartments” either as: a) a special exception or conditional use in all single-family residential zones or, b) “as of right” in a majority of residential districts otherwise zoned for single-family housing?	☒ No	☐ Yes
19. Does your jurisdiction have an explicit policy that adjusts or waives existing parking requirements for all affordable housing developments?	☒ No	☐ Yes
20. Does your jurisdiction require affordable housing projects to undergo public review or special hearings when the project is otherwise in full compliance with the zoning ordinance and other development regulations?	☐ Yes	☒ No
Total Points:	10	10

The questions above indicate that the city has reviewed policies and procedures and removed potential barriers when possible. The only barriers in the city that remain on the form above are due to their significant legal or financial costs.

2.

The City of Surprise has an active strategy to promote homeownership and the preservation and management of existing residential property. To offset the increasing cost of housing in the private market, the city has undertaken a number of strategies to preserve and develop new affordable housing. These strategies include:

1. The use of general funds and HOME funds for the preservation of existing affordable owner-occupied housing.
2. Support of for-profit and nonprofit developers in the construction of Tax Credit assisted rental housing for families and seniors.
3. Development of Original Townsite Revitalization Plan which has already resulted in public investment in community facilities and infill construction of mixed income owner-occupied homes.

HOMELESS

Homeless Needs (91.205 (b) and 91.215 (c))

*Please also refer to the Homeless Needs Table in the Needs.xls workbook

Homeless Needs— The jurisdiction must provide a concise summary of the nature and extent of homelessness in the jurisdiction, (including rural homelessness and chronic homelessness where applicable), addressing separately the need for facilities and services for homeless persons and homeless families with children, both sheltered and unsheltered, and homeless subpopulations, in accordance with Table 1A. The summary must include the characteristics and needs of low-income individuals and children, (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered. In addition, to the extent information is available, the plan must include a description of the nature and extent of homelessness by racial and ethnic group. A quantitative analysis is not required. If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates.

5 Year Strategic Plan Homeless Needs response:

City of Surprise' homeless needs and activities are planned and reported through the Maricopa Consortium Plan. See the 2015-2019 Consolidated Plan for the Maricopa HOME Consortium for a complete description of these activities. Additional information is provided below.

The Maricopa Association of Governments Continuum of Care Subcommittee (MAG CoC) is the regional body that manages the collaborative efforts of communities and agencies in Maricopa County to plan for the needs of the homeless and access federal funding on behalf of agencies organized to address those needs. According to the '*Regional Plan to End Homelessness*' published by MAG CoC in March 2009, there are no homeless persons in the city (*Table 7*). However, the city did a Point in Time Homeless Street Count in January 2018 in conjunction with MAG and interviewed 39 homeless persons. The city will continue to do a periodic assessment of any new homeless person cases in the city and will act accordingly to mitigate the problems.

Table 7: Homeless Street Count

2011 Homeless Street Count Municipal Summary Data

*All counts were conducted on Tuesday, January 25, 2011.



Continuum of Care
Regional Committee
on Homelessness

	Non-Chronically Homeless Male	Non-Chronically Homeless Female	Non-Chronically Homeless Male/Veteran	Non-Chronically Homeless Female/Veteran	Chronically Homeless Male	Chronically Homeless Female	Chronically Homeless Male/Veteran	Chronically Homeless Female/Veteran	Persons in Families Adult Women**	Persons in Families Adult Men	Families Adult Male/Veteran	Families Adult Female/Veteran	Persons in Families Children	Male Youth On Own	Female Youth on Own	2011 Municipal Total	2010 Municipal Total	Percent Change, NC=No Change
MAG Region Totals																		
Avondale	0	0	0	0	7	3	1	0	0	0	0	0	0	0	0	11	20	-45%
Buckeye	11	3	1	0	1	1	2	0	0	0	0	0	0	0	0	19	15	27%
Carefree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Cave Creek	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	200%
Chandler	14	1	0	0	42	5	1	0	1	0	0	0	1	0	0	65	12	442%
El Mirage	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	2	3	-33%
Fountain Hills	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Gila Bend	2	1	0	0	8	1	1	1	0	0	0	0	0	0	0	14	12	17%
Gilbert	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	-100%
Glendale	9	5	1	0	16	6	5	0	0	0	0	0	0	0	0	42	28	50%
Goodyear	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	4	17	-76%
Guadalupe	52	1	0	0	5	0	0	0	0	0	0	0	0	0	0	58	80	-28%
Litchfield Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Mesa	9	2	1	0	60	18	12	0	0	0	0	0	0	0	0	102	461	-78%
Paradise Valley	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Peoria	4	0	2	0	7	0	5	0	0	0	0	0	0	0	0	18	20	-10%
Phoenix	424	118	83	22	302	60	58	24	1	3	0	0	2	42	20	1159	1750	-34%
Queen Creek	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	8	38%
Scottsdale	57	7	1	0	38	12	3	0	0	0	0	0	0	1	0	119	126	-6%
Sun City	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Surprise	4	0	2	0	5	0	0	0	0	0	0	0	0	0	0	11	18	-39%
Tempe	23	9	2	0	50	13	15	0	0	0	0	0	0	0	0	112	155	-28%
Tolleson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	-100%
Wickenburg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Youngtown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Municipal Total	622	148	96	23	542	119	103	25	2	3	0	0	3	43	20	1749	2729	-36%

Priority Homeless Needs

- Using the results of the Continuum of Care planning process, identify the jurisdiction's homeless and homeless prevention priorities specified in Table 1A, the Homeless and Special Needs Populations Chart. The description of the jurisdiction's choice of priority needs and allocation priorities must be based on reliable data meeting HUD standards and should reflect the required consultation with homeless assistance providers, homeless persons, and other concerned citizens regarding the needs of homeless families with children and individuals. The jurisdiction must provide an analysis of how the needs of each category of residents provided the basis for determining the relative priority of each priority homeless need category. A separate brief narrative should be directed to addressing gaps in services and housing for the sheltered and unsheltered chronic homeless.
- A community should give a high priority to chronically homeless persons, where the jurisdiction identifies sheltered and unsheltered chronic homeless persons in its Homeless Needs Table - Homeless Populations and Subpopulations.

5 Year Strategic Plan Priority Homeless Needs response:

Priority Homeless Needs

The needs chart below is developed directly from the 'Regional Plan to End Homelessness' published by MAG CoC in March 2009.

Table 8 Part 1: Homeless Population		Sheltered		Un-sheltered	Total
		Emergency	Transitional		
1. Homeless Individuals		0	0	0	0
2. Homeless Families with Children		0	0	0	0
2a. Persons in Homeless with Children Families		0	0	0	0
Total (lines 1 + 2a)		0	0	0	0
Part 2: Homeless Subpopulations		Sheltered		Un-sheltered	Total
1. Chronically Homeless		0		0	0
2. Severely Mentally Ill		0			
3. Chronic Substance Abuse		0			
4. Veterans		0			
5. Persons with HIV/AIDS					
6. Victims of Domestic Violence		0			
7. Youth (Under 18 years of age)					

Source: "Regional Plan to End Homelessness", MAG CoC, March 2009.

The definitions used for emergency and transitional housing:

Emergency Shelter means any facility with the primary purpose of providing temporary housing for homeless people.

Transitional Housing means any facility that has the goal of facilitating the movement of homeless people to permanent housing within 24 months.

Homeless Inventory (91.210 (c))

The jurisdiction shall provide a concise summary of the existing facilities and services (including a brief inventory) that assist homeless persons and families with children and subpopulations identified in Table 1A. These include outreach and assessment, emergency shelters and services, transitional housing, permanent supportive housing, access to permanent housing, and activities to prevent low-income individuals and families with children (especially extremely low-income) from becoming homeless. The jurisdiction can use the optional Continuum of Care Housing Activity Chart and Service Activity Chart to meet this requirement.

5 Year Strategic Plan Homeless Inventory response:

The Table below documents the inventory of beds in the County from the Update to the MAG Continuum of Care Plan to End Homelessness and the inventory of beds in Surprise from local records.

Table 8 Inventory/Beds	Shelter	Transitional	Permanent Supportive
Maricopa County			
Total	2694	2999	2523
Surprise			
Eve's Place	10 beds		
Catholic Charities		3 units	
Central AZ Shelter Services	1260 nights		
Surprise Total	10 beds	3 units	50 units

Homeless Strategic Plan (91.215 (c))

1. Homelessness— Describe the jurisdiction's strategy for developing a system to address homelessness and the priority needs of homeless persons and families (including the subpopulations identified in the needs section). The jurisdiction's strategy must consider the housing and supportive services needed in each stage of the process which includes preventing homelessness, outreach/assessment, emergency shelters and services, transitional housing, and helping homeless persons (especially any persons that are chronically homeless) make the transition to permanent housing and independent living. The jurisdiction must also describe its strategy for helping extremely low- and low-income individuals and families who are at imminent risk of becoming homeless.
2. Chronic homelessness—Describe the jurisdiction's strategy for eliminating chronic homelessness by 2019. This should include the strategy for helping homeless persons make the transition to permanent housing and independent living. This strategy should, to the maximum extent feasible, be coordinated with the strategy presented Exhibit 1 of the Continuum of Care (CoC) application and any other strategy or plan to eliminate chronic homelessness. Also describe, in a narrative, relationships and efforts to coordinate the Conplan, CoC, and any other strategy or plan to address chronic homelessness.
3. Homelessness Prevention—Describe the jurisdiction's strategy to help prevent homelessness for individuals and families with children who are at imminent risk of becoming homeless.
4. Institutional Structure—Briefly describe the institutional structure, including private industry, nonprofit organizations, and public institutions, through which the jurisdiction will carry out its homelessness strategy.
5. Discharge Coordination Policy—Every jurisdiction receiving McKinney-Vento Homeless Assistance Act Emergency Shelter Grant (ESG), Supportive Housing, Shelter Plus Care, or Section 8 SRO Program funds must develop and implement a Discharge Coordination Policy, to the maximum extent practicable. Such a policy should include "policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons." The jurisdiction should describe its planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how

the community will move toward such a policy.

5 Year Homeless Strategic Plan response:

Since 39 persons were identified in the last Point in Time count (January 2018), the city will continue to do a periodic assessment of any new homeless person cases and will continue to connect people experiencing homelessness to local and regional services through the new Surprise Resource Center and beyond. A new five-year plan will be developed and implemented in coordination with the Continuum of Care within the next two years.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

5 Year Strategic Plan ESG response:

This section is not applicable to this plan. Surprise does not receive Emergency Shelter Grant funding.

COMMUNITY DEVELOPMENT

Community Development (91.215 (e))

*Please also refer to the Community Development Table in the Needs.xls workbook

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), – i.e., public facilities, public improvements, public services and economic development.
2. Describe the basis for assigning the priority given to each category of priority needs.
3. Identify any obstacles to meeting underserved needs.
4. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

NOTE: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

5 Year Strategic Plan Community Development response:

1.
Based on feedback from citizens, city staff, CDBG and Planning and Zoning Commission members, five priority needs have been identified for

implementation under the CDBG funding that will benefit low- to moderate-income persons in the City of Surprise. They are:

- a) Youth, Senior and Veteran Programs.
- b) Job training programs for residents in Surprise with focus on the OTS.
- c) Water system improvements in the OTS.
- d) Lighting improvements in the OTS.
- e) City wide housing rehabilitation.
- f) Public Service Activities through nonprofit agency(s). Fifteen percent of the allotted PY 2015 funding will be delineated for this activity.

These projects are designated high priority in the following table. For the first time, the city will aim funds at public services and consider economic development activities per the public response that the city received from the survey as part of public participation process. Fifteen percentage of the allotted CDBG funding will be set aside for public service activities. The CDBG funds will be targeted to the Original Townsite Area under the area benefit caveat as this is the only place in the city with a census tract where majority of the population is either low or moderate income.

The City of Surprise will transfer Program Income in the amount of \$206,373 from the Neighborhood Stabilization Program (NSP) into the CDBG program for the Annual Action Plan 4 2018-19. This transfer of funds constitutes a Consolidated Plan Amendment. The funding breakdown is listed below in Table 9.

Table 9:

Program year	Projects	Public Services (15% max.)	Administrative functions (20% max.)	Carried Over CDBG Funds	Total
2015-16	\$551,309	\$82,696	\$110,261	\$551,177	\$1,102,486
2016-17	\$358,352	\$82,696	\$110,261	-	\$551,309
2017-18	\$415,064	\$95,784	\$127,712	-	\$638,560
2018-19 Transfer	\$206,373	\$N/A	\$N/A	-	\$206,373
2018-19	\$443,627	\$95,784	\$127,712	-	\$667,123
2019-20	\$443,627	\$95,784	\$127,712	-	\$667,123

Below is the community development needs table based on funding projections and prioritized needs for the next five years:

Table 10: Community Development Needs		Needs	Priorit y Need: H, M, L	Dollars to Address- Specifically planned for this Strategic Plan	Plan to Fund? Y/N	Fund Source	Objective	Outcome
Public Fac / Improvements	03 Public Facilities and Improvements (General) 570.201I	Yes – 5 Years	H	\$206,373	Y	NSP - CDBG	Suitable Living Environment	Sustain-ability
	03F Parks, Recreational Facilities 570.201I	Yes	H		N	CDBG	Suitable Living Environment	Sustain-ability
	03J Water/Sewer Improvements 570.201I	Yes	H	1,369,000	Y	CDBG	Suitable Living Environment	Sustain-ability
	03K Street Improvements 570.201I	Yes- Jerry Street Year 1 and 2	H	\$141,250	Y	CDBG/other	Suitable Living Environment /Economic Dev.	Sustain-ability
	03I Flood Drain Improvements 570.201I	Yes 3 locations	H	\$100,000	Y	CDBG	Suitable Living Environment	Sustain-ability
	03O Fire Stations/Equipment 570.201I	No	L		Y	General	Suitable Living Environment	Sustain-ability
	03A Senior Centers 570.201I	Yes	H	\$50,000	Y	General	Suitable Living Environment	Sustain-ability
	03B Handicapped Centers 570.201I	Yes	L	\$10,000	N	CDBG/other	Suitable Living Environment	Sustain-ability
	03C Homeless Facilities 570.201I	Yes	H	\$10,000	Y	CDBG	Suitable Living Environment	Sustain-ability
	03D Youth Centers 570.201I	Yes	H	\$26,000	Y	CDBG	Suitable Living Environment	Sustain-ability
	03P Health Facilities 570.201I	Yes	H		N	Unknown	Suitable Living Environment	Sustain-ability
	05 Public Services (General) 570.201(e)	Yes; 5 Years	H	\$419,331	Y	CDBG	Suitable Living Environment	Sustain-ability
	05A Senior Services 570.201(e)	Yes	H		Y	CDBG	Suitable Living Environment	Sustain-ability
Public Services	05B Handicapped Services 570.201(e)	Yes	H		Y	General	Suitable Living Environment	Sustain-ability
	05D Youth Services 570.201(e)	Yes; Year1-5	H	\$270,498	Y	CDBG/other	Suitable Living Environment /Economic Dev.	Sustain-ability
	05E Transportation Services 570.201(e)	Yes	H		Y	General	Suitable Living Environment	Sustain-ability

05G Battered and Abused Spouses 570.201(e)		Yes	H		Y	CDBG	Suitable Living Environment	Sustain-ability
05H Employment Training 570.201(e)		Yes	H		Y	CDBG	Suitable Living Environment	Sustain-ability
05J Fair Housing Activities (if CDBG, then subject to 570.201(e))		Yes	H	\$15,000	Y	CDBG	Suitable Living Environment	Sustain-ability
05M Health Services 570.201(e)		Yes	H		Y	Other	Suitable Living Environment	Sustain-ability
05N Abused and Neglected Children 570.201(e)		Yes	H		Y	CDBG	Suitable Living Environment	Sustain-ability
05P Screening for Lead-Based Paint/Lead Hazards Poison 570.201(e)		Yes	M		Y	CDBG/HOME	Suitable Living Environment	Sustain-ability
05Q Subistence Payments 570.204 (Temporary)		Yes	H			General	Suitable Living Environment	Sustain-ability
05S Rental Housing Subsidies (if HOME, not part of 5% 570.204)		Yes	H		N	Section 8 Vouchers	Suitable Living Environment	Sustain-ability
05T Security Deposits (if HOME, not part of 5% Admin c		Yes	H		Y	Private	Suitable Living Environment	Sustain-ability
13 Direct Homeownership Assistance 570.201(n)		Yes	H		Y	HOME/NSP	Decent Housing	Affordability
	14A Rehab; Single-Unit Residential 570.202	Yes; 25 homes; Year 1-5	H	\$667,250	Y	CDBG/HOME /other	Decent Housing	Affordability
	14B Rehab; Multi-Unit Residential 570.202	Yes	H		Y	HOME	Decent Housing	Affordability
	14G Acquisition – for Rehabilitation 570.202	Yes	H		Y	HOME	Decent Housing	Affordability
	14H Rehabilitation Administration 570.202	Yes	H		Y	CDBG	Decent Housing	Affordability
	14I Lead-Based/Lead Hazard Test/Abate 570.202	Yes	H		Y	CDBG/HOME	Decent Housing	Affordability
	17A CI Land Acquisition/Disposition 570.203(a)	Yes	H		Y	CDBG	Decent Housing	Affordability
	19A HOME Admin/Planning Costs of PJ (not part of 5% Ad	Yes	H		Y	HOME		
	19B HOME CHDO Operating Costs (not part of 5% Admin ca	Yes	H		Y	HOME		
20 Planning 570.205		Yes	Yes		Y	CDBG		
	21A General Program Administration 570.206	Yes; 5 years	H	\$406,873	Y	CDBG/HOME		
	21D Fair Housing Activities (subject to 20% Admin cap) 570.206	Yes	H		Y	CDBG	Suitable Living Environment	Sustain-ability
	21I HOME CHDO Operating Expenses (subject to 5% cap)	0	M		Y	HOME		
22 Unprogrammed Funds		0				CDBG		

All of the stated priorities and needs are subject to amendment and change due to:

- **Changes in regulatory requirements at the local, state, and federal level that impact the priorities, funding, and delivery of services;**
- **Changing demographics and socio-economic factors affecting the city;**
- **Annual reevaluations of resources, priorities, objectives, strategies and goals for the city; and**
- **Changes in the funding resources and amounts available for programs and services for city residents.**

2.

Priority needs for CDBG eligible activities have been assessed using the following resources:

- **Citizens and city staff input through surveys, interviews AND Public Hearings;**
- **The City of Surprise Capital Improvement Plan;**
- **The City of Surprise General Plan;**
- **Activity and project needs assessments; and**
- **Planning and Zoning Commission**
- **Local information from the Maricopa HOME Consortium and MAG CoC.**

The primary objective of the City of Surprise CDBG program is to foster the development, revitalization, and preservation of neighborhoods to provide decent housing, a suitable living environment, and expanded economic opportunities, especially for low- and moderate-income persons in the OTS area of Surprise.

3.

Funding Future

One of the main obstacles to meeting community needs is inadequate resources for programs. The decline in resources across sectors, including government agencies and foundations, due to the economic downturn has negatively impacted the quantity and quality of housing and community development services. Although federal stimulus funding helps mitigate this trend to some extent, resources for these programs will likely be limited for the near future.

Other obstacles to meeting underserved include:

- a) **Insufficient resources to meet all of the legitimate and eligible needs identified.**
- b) **Private ownership of incompatible land uses within the revitalization area.**
- c) **Public ownership of the water system in the revitalization area by another municipality.**
- d) **Environmental issues related to the location of Grand Avenue, the railroad, and Luke Airforce Base.**

Antipoverty Strategy (91.215 (h))

1. **Describe the jurisdiction's goals, programs, and policies for reducing the number of poverty level families (as defined by the Office of Management and Budget and revised annually). In consultation with other appropriate public and private agencies, (i.e. TANF agency) state how the jurisdiction's goals, programs, and policies for producing and preserving affordable housing set forth in the housing**

component of the consolidated plan will be coordinated with other programs and services for which the jurisdiction is responsible.

2. Identify the extent to which this strategy will reduce (or assist in reducing) the number of poverty level families, taking into consideration factors over which the jurisdiction has control.

5 Year Strategic Plan Antipoverty Strategy response:

1.

The City of Surprise Anti-Poverty Strategy is to help people to move out of poverty through emergency stabilization actions with local non-profits and Community Housing Development Corporations that include:

- **Intake and case management.**
- **Utility assistance.**
- **Emergency mortgage/rent assistance.**

The long-term actions include:

- **Operation and capital costs for organizations that provide job training, self sufficiency, and other counseling and planning services for homeless or at-risk persons. CDBG public service funding would be targeted for this action.**
- **After school and other youth programs that help at-risk youth that provide positive role models and promote healthy lifestyles.**
- **Information and referral services on job training, small business, and similar programs.**
- **Counseling and downpayment assistance for low- and moderate-income first-time homebuyers.**
- **Limited emergency assistance for low- and moderate-income persons at risk of becoming homeless to help them maintain their current housing and not become dependent on more costly outside services.**

These programs are provided locally and regionally. They all support the broad goal of helping prevent or end homelessness by promoting self-sufficiency. CDBG and HOME funds will be available to fund these activities.

2.

A number of residents will experience improved economic conditions over the next five years but the number of households that will move out of poverty is expected to be relatively small.

Low Income Housing Tax Credit (LIHTC) Coordination (91.315 (k))

1. (States only) Describe the strategy to coordinate the Low-income Housing Tax Credit (LIHTC) with the development of housing that is affordable to low- and moderate-income families.

5 Year Strategic Plan LIHTC Coordination response:

Not Applicable.

NON-HOMELESS SPECIAL NEEDS

Specific Special Needs Objectives (91.215)

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve over a specified time period.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

5 Year Non-homeless Special Needs Analysis response:

1.
The City of Surprise has included public service activities through CDBG funding to benefit low- and moderate-income residents in the city. The top priorities for the next five years as per the survey feedback are:

- **Neighborhood improvement services**
- **Youth activities**
- **Senior activities**
- **Veteran services**
- **Job training activities**
- **Affordable Housing**

For the program year 2015-16, the city will be targeting the delineated CDBG public service funds for emergency food boxes, services for youth, seniors, homeless individuals and families and veterans through nonprofit organizations.

2.
Due to the economic downturn, no city general revenue will be allotted to these services at this time. Other funding from state and federal sources will be requested as feasible.

Non-homeless Special Needs (91.205 (d) and 91.210 (d)) Analysis (including HOPWA)

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Estimate, to the extent practicable, the number of persons in various subpopulations that are not homeless but may require housing or supportive services, including the elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), persons with alcohol or other drug addiction, victims of domestic violence, and any other categories the jurisdiction may specify and describe their supportive housing needs. The jurisdiction can use the Non-Homeless Special Needs Table (formerly Table 1B) of their Consolidated Plan to help identify these needs.

*Note: HOPWA recipients must identify the size and characteristics of the population with HIV/AIDS and their families that will be served in the metropolitan area.

2. Identify the priority housing and supportive service needs of persons who are not homeless but may or may not require supportive housing, i.e., elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), persons with alcohol or other drug addiction by using the Non-homeless Special Needs Table.
3. Describe the basis for assigning the priority given to each category of priority needs.
4. Identify any obstacles to meeting underserved needs.
5. To the extent information is available, describe the facilities and services that assist persons who are not homeless but require supportive housing, and programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing.
6. If the jurisdiction plans to use HOME or other tenant based rental assistance to assist one or more of these subpopulations, it must justify the need for such assistance in the plan.

5 Year Non-homeless Special Needs Analysis response:

The estimate of need in the following chart is based on national population studies and is taken from the Maricopa HOME Consortium Strategic Plan. The estimated number of people in Surprise for each need category is determined by multiplying the category's county population by the percentage of Surprise population that is in the Maricopa County- 3%.

Table 11:

Special needs populations identified here are ranked as high priority for Consolidated Planning Purposes but may not necessarily be funded through CDBG/HOME	Population count for Maricopa County	Data Sources	Population count proportional to the City of Surprise-3%	Types of supportive services needed by this population	Identified funding gap in services	Identified sources of service for this population
Elderly	537,261	2010 Census	16,117	Case management, Befriending services, Counseling, Adult day care, Home Care Home delivered meals	Area Agency on Aging Study in 2013 indicated current funding serves about one third of need.	Area Agency on Aging, Maricopa County Special Transportation Services, AHCCCS, Community Action Program
Frail elderly	91,937	<i>Area of Agency on Aging 2013</i>	2758	Case management, Befriending services, Counselling, Adult day care, Home care, Home delivered meals, Help service, Nursing/ medical services	Area Agency on Aging Study in 2013 indicated current funding serves about one third of need.	Area Agency on Aging, Senior Adult Independent Living (SAIL), Arizona Long Term Care System, AHCCCS
Persons with severe mental illness	134,315	<i>Mental Health: Heath Service Executive</i>	4029	Outreach and identification, Treatment, Health care, Income support, Rehabilitation services		AHCCCS
Developmentally disabled persons	80,188	<i>Bethesda Institute 2006</i>	723	Assistive technology, Employment and training, Information and referral, Transportation, Caregiver respite	Area Agency on Aging Study in 2013 indicated current funding serves about one third of need.	The Centers for Habilitation, Arizona Bridge to Independent Living, Maricopa County Special Transportation Services, AHCCCS

Special needs populations identified here are ranked as high priority for Consolidated Planning Purposes but may not necessarily be funded through CDBG/HOME	Population count for Maricopa County	Data Sources	Population count proportional to the City of Surprise-3%	Types of supportive services needed by this population	Identified funding gap in services	Identified sources of service for this population
Physically disabled persons	469,101	Disabilitystatistics.org 2012	14,073	Assistive technology, Employment and training, Information and referral, Transportation, Caregiver respite	Area Agency on Aging Study in 2013 indicated current funding serves about one third of need.	Arizona Technology Access Program, Easter Seals, Southwest Human Development, Arizona Center for the Blind and Visually Impaired, Valley Center for the Deaf, Arizona Commission for the Deaf and Hard of Hearing, Arizona Bridge to Independent Living, Maricopa County Special Transportation Services, AHCCCS
Alcohol/drug addicted persons	400,941	Closing the Addiction Treatment Gap (CATG) 2010	12,028	Monitoring, Screening, Information and referral, Detox medication, Education, Self-help groups		CDBG, AHCCCS

Special needs populations identified here are ranked as high priority for Consolidated Planning Purposes but may not necessarily be funded through CDBG/HOME	Population count for Maricopa County	Data Sources	Population count proportional to the City of Surprise-3%	Types of supportive services needed by this population	Identified funding gap in services	Identified sources of service for this population
Persons with HIV/AIDS and their families	10200	Arizona Dept. of Health Services 2012 Annual Report	306	Case management, Emergency financial assistance, Food, Transportation, Early intervention, Education, Wellness and nutrition		CDBG, Maricopa County Health Department, Ryan White, AHCCCS

Housing Opportunities for People with AIDS (HOPWA)

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. The Plan includes a description of the activities to be undertaken with its HOPWA Program funds to address priority unmet housing needs for the eligible population. Activities will assist persons who are not homeless but require supportive housing, such as efforts to prevent low-income individuals and families from becoming homeless and may address the housing needs of persons who are homeless in order to help homeless persons make the transition to permanent housing and independent living. The plan would identify any obstacles to meeting underserved needs and summarize the priorities and specific objectives, describing how funds made available will be used to address identified needs.
2. The Plan must establish annual HOPWA output goals for the planned number of households to be assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. The plan can also describe the special features or needs being addressed, such as support for persons who are homeless or chronically homeless. These outputs are to be used in connection with an assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
3. For housing facility projects being developed, a target date for the completion of each development activity must be included and information on the continued use of these units for the eligible population based on their stewardship requirements (e.g. within the ten-year use periods for projects involving acquisition, new construction or substantial rehabilitation).

4. The Plan includes an explanation of how the funds will be allocated including a description of the geographic area in which assistance will be directed and the rationale for these geographic allocations and priorities. Include the name of each project sponsor, the zip code for the primary area(s) of planned activities, amounts committed to that sponsor, and whether the sponsor is a faith-based and/or grassroots organization.
5. The Plan describes the role of the lead jurisdiction in the eligible metropolitan statistical area (EMSA), involving (a) consultation to develop a metropolitan-wide strategy for addressing the needs of persons with HIV/AIDS and their families living throughout the EMSA with the other jurisdictions within the EMSA; (b) the standards and procedures to be used to monitor HOPWA Program activities in order to ensure compliance by project sponsors of the requirements of the program.
6. The Plan includes the certifications relevant to the HOPWA Program.

5 Year Strategic Plan HOPWA response:

This section is not applicable to this plan. Surprise does not receive HOPWA funding.

Specific HOPWA Objectives

1. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

5 Year Specific HOPWA Objectives response:

This section is not applicable to this plan. Surprise does not receive HOPWA funding.

OTHER NARRATIVE

Include any Strategic Plan information that was not covered by a narrative in any other section.

Fair Housing Policies

The City of Surprise continues to be committed to fair housing and to eliminate discrimination in the city. The city completed an Analysis of Impediments to Fair Housing Choice in 2012. Major points from the plan include:

Table 12: Fair Housing Plan 2012-17

IMPEDIMENT TO BE ADDRESSED	GOAL	STRATEGY TO MEET THE GOAL	RESPONSIBLE ENTITIES ASSIGNED TO MEET GOALS	PROPOSED INVESTMENT	PERFORMANCE MEASURE
Lack of diversity in many Census Tracts	Opportunities for diverse populations to choose	Continue to engage the real estate community in	Fair Housing Coordinator, 2015	Staff time	Number of meetings initiated

IMPEDIMENT TO BE ADDRESSED	GOAL	STRATEGY TO MEET THE GOAL	RESPONSIBLE ENTITIES ASSIGNED TO MEET GOALS	PROPOSED INVESTMENT	PERFORMANCE MEASURE
	places to live throughout the community	increasing opportunities for greater diversity in neighborhoods. Become a participant in the Arizona Fair Housing Partnership.	Fair Housing Coordinator, 2015		Number of meetings attended
High denial rates for Black/African Americans in CT 405.11	Equal access to credit and mortgages throughout the community	Engage the services of one of the fair housing services to provide paired test to assess whether minorities are treated with different terms and conditions.	Neighborhood Services, within the next five years.	\$5,000	Number of tests performed
Lack of affordable rental housing has a disproportionate impact on single female heads of households with children.	Opportunities for parents who become single to find places to live in the community.	Develop an IGA with the Housing Authority of Maricopa County to formalize the operating relationship with the agency. Seek additional resources to facilitate development of affordable rental housing.	Neighborhood Services Department, within the next 24 months. Neighborhood Services	Staff time Indirect, in that funding would actually come from other sources.	IGA executed Additional affordable units constructed for families.
Lack of knowledge about fair housing rights and how to file a fair housing complaint.	An increase in people's knowledge of fair housing rights.	Facilitate and/or participate in fair housing training for City staff, real estate professionals and citizens.	Fair Housing Coordinator	Staff time and incidental costs related to speakers and sessions.	Sessions provided
Lack of fair housing infrastructure required as part of the CDBG Certification to Affirmatively Further Fair Housing.	Compliance with the CDBG Certification to Affirmatively Further Fair Housing	Modify the Fair Housing page on the City website to access directly HUD and the Attorney General's fair housing web sites. Develop a data	Neighborhood Services and the City's web manager Fair Housing Coordinator and	Staff time	New information available A new useable database

IMPEDIMENT TO BE ADDRESSED	GOAL	STRATEGY TO MEET THE GOAL	RESPONSIBLE ENTITIES ASSIGNED TO MEET GOALS	PROPOSED INVESTMENT	PERFORMANCE MEASURE
		base that can be used by both the Fair Housing Coordinator and the ADA Coordinator to record, identify and track resolution when fair housing complaints and inquiries come to the City. Develop a grievance procedure for Section 504 complaints. Such a procedure may also be used for other types of complaints related to federal grants administration. Update the AI periodically as new information is available from the Census or other sources which makes an update appropriate.	ADA Coordinator. Fair Housing Coordinator and City Attorney Neighborhood Services		A formal administrative grievance procedure Periodic updates to the AI

Area of Minority Concentration

Surprise has one area of minority concentration. The Hispanic population makes up 18.5% of Census Tract 608 and totals 22,856 residents as per census 2010. This census tract includes all the Original Townsite and is the only low- and moderate-income census tract in the community. All area benefit activities included in the 5 Year Strategic Plan will take place in this area. The city has a Council appointed, the Planning and Zoning Commission, which monitor the implementation of the Specific Plan for the Revitalization of the Original Townsite. Resources recommended by these boards include CDBG funds and general funds set aside for the revitalization of the OTS. In addition, many direct benefit recipients of housing rehabilitation assistance are residents of this neighborhood. The commitment of facilities and resources to this neighborhood is substantial.

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: CDBG Consolidated Plan 2015-2019

OVERALL PUBLIC INVOLVEMENT LEVEL:

Public Hearing on 8/2/18 (P & Z Meeting) and 9/4/18 Council Meeting. 30 day Public comment period (7/19/18 - 8/19/18) for draft Consolidated Plan Amendment.

IDENTIFY STAKEHOLDERS:

OTS residents/property owners, public service nonprofits, City of Surprise staff Public Works, Community Development, Economic Development and Human Services.

OBJECTIVES:

Create viable neighborhoods, provide decent, safe and affordable housing; Low to moderate income resident job creation; provide services to those with special needs

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) Public Hearings 8/2 & 9/4/18, 30 day public comment
Future Council Work Session/Meetings target dates 9/4/18
Election dates (if applicable)
Project start/completion dates 10/2018

Communication Tools and Technique options: (which do you plan to use?)

- ☒ Press releases
- ☒ Public meetings (video/photos, poster boards, fact sheet(s) *do you need Spanish version?)
- ☒ Presentations to boards and commissions, other interested community partners/stakeholders
- ☐ Third-party consultant/moderator (pending budget)
- ☐ Survey (online/paper/both?)
- ☐ Social media
- ☐ Surprise 11
- ☐ Notify Me email/ Council newsletters (opt-in audience)
- ☒ Paid advertising (pending budget)
- ☐ Surprise Progress (mailed quarterly and tied to print deadlines)
- ☐ Booth at city events
- ☐ Paid mailings (pending budget)
- ☐ Creation of a subcommittee/task force
- ☐ Youth/adult activities, registration, or orientation (HOA Academy)
- ☒ Website updates



CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

Back Print

Board Meeting Date:	August 2, 2018	Contact Person:	Seth Dyson, HSCV Director
Submitting Department:	CD Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
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Agenda Wording:

Consideration and action pertaining to an amendment of funding priorities for the Community Development Block Grant Program Fourth Year Annual Action Plan for Year 2018-2019.

Motion:

I move to recommend approval to the Mayor and City Council, an amendment to the funding priorities for the Community Development Block Grant Program Annual Action Plan Year 2018-19.

Background:

In November 2008, the Council approved the Neighborhood Stabilization Program's (NSP) grant for federal funding to purchase foreclosed homes located in Special Planning Areas which were largely affected by foreclosure. The funds were federal stimulus dollars with specific requirements in order for the homes to be purchased with these funds. The homes were subsequently sold to qualified buyers per the NSP guidelines. The funds that were used to purchase the homes were then returned to the City as Program Income.

In order to provide neighborhood improvement and infrastructure support to the Housing Authority of Maricopa County's multi family project, a portion of the program income funds will need to be transferred to the CDBG activity, requiring an amendment to the Annual Action Plan for Program Year 2018-2019.

Financial Impact Statement:

Program Income received from NSP1 equals \$369,073.67. The city's proposal is to transfer \$206,373 to the CDBG account and combine it with the current year's allocation of \$293,627, to total \$500,000 for the Neighborhood Improvement activity.

ATTACHMENTS:

Click to download

- ☐ [Staff Report](#)
- ☐ [DRAFT - Annual Action Plan 2018-19 Amendment](#)
- ☐ [Public Engagement Form](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Seth Dyson, Director



HUMAN SERVICE AND COMMUNITY VITALITY

Date: August 2, 2018

To: Planning and Zoning Commission Members

From: Seth Dyson, Director
Joe Gladioux, Acting Neighborhood Services Supervisor
Alicia Rubio, Neighborhood Services Coordinator

Re: CDBG- 2018-2019 Annual Action Plan Amendment Funding Priorities

Introduction

In November 2008, the Council approved the Neighborhood Stabilization Program's (NSP) grant for federal funding to purchase foreclosed homes located in Special Planning Areas which were largely affected by foreclosure. The funds were federal stimulus dollars with specific requirements in order for the homes to be purchased. The homes were subsequently sold to qualified buyers per the NSP guidelines. The funds that were used to purchase the homes were then returned to the City as Program Income upon the sale. Surprise has been authorized by Housing and Urban Development (HUD) to transfer program income to the Community Development Block Grant Program (CDBG). In order to spend these funds, Surprise will need to amend their Annual Action Plan for Program Year 2018-2019.

Today's presentation to the Planning and Zoning Commission will provide information regarding the Annual Action Plan Amendment to assist the Commission in deciding if proposed projects meet grant criteria while filling community needs. Once the recommendation is determined, it will be forwarded to Council for consideration. Upon approval by City Council, the Neighborhood Infrastructure Improvements will be submitted to HUD as part of the Annual Action Plan Amendment 2018-19.

Background

CDBG neighborhood infrastructure improvements are carried out by city departments. This project will address the neighborhood improvements and affordable housing needs identified in the city's Consolidated Plan. CDBG administration, neighborhood improvements and affordable housing projects will be used to implement activities that will improve the safety and quality of life of the residents living within the Heritage District. Although the Consolidated Plan lists Neighborhood Improvements as a priority, the city wanted to specifically list neighborhood infrastructure improvements in the Surprise Heritage District as the project funding priorities considered today.

According to HUD regulations, CDBG funds may be used to provide Neighborhood Improvements (including labor, supplies, materials, project management and other costs), provided the service will:

- Serve low to moderate income persons in the City of Surprise through area benefit or serving a particular clientele like seniors, youth and families
- Neighborhood Improvements which include infrastructure improvements within the Surprise Heritage District
- Affordable Housing Opportunities

Funding Limit

The amount of Program Income to be included in the Annual Action Plan Amendment 2018-2019 is \$206,373. CDBG neighborhood infrastructure are activities that will be carried out as part of this plan amendment.

Updated Actions

Staff's funding recommendations are as follows:

Neighborhood Improvement Projects \$206,373

Right of way improvements and possible commercial property/building demolition within the Surprise Heritage District.

Total CDBG Transfer Amount \$206,373

Future Actions

- City Council Public Hearing and action 9/4/18
- Submission to HUD as part of Annual Action Plan Amendment 2018-19 by September 6, 2018.

Recommendations

Approval of Annual Action Plan Amendment 2018-2019 neighborhood infrastructure improvements activities within the Surprise Heritage District as funding priorities for the Community Development Block Grant Annual Action Plan for 2018-2019.

CITY OF SURPRISE, ARIZONA
Draft
ANNUAL ACTION PLAN 4(AAP4) 2018-19 AMENDMENT



Fourth Program Year Action Plan Amendment

This Fourth Annual Action Plan Amendment (FAAP Amendment 2018-2019) includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

ON REQUEST THIS DOCUMENT CAN BE MADE AVAILABLE IN ALTERNATE FORMATS



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Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The Fourth Year Annual Action Plan 2018-19 (AAP4 2018-19) implements the fourth year of activities that will address goals established in the City of Surprise Consolidated Plan 2015-19. The major focus of this AAP4 2018-19 concentrates on creating suitable living environments and providing economic development opportunities. This Program Year will be the second to implement Micro-Enterprise Grants to continue providing economic development opportunities for the residents of the Surprise Heritage District. The Fourth Year Annual Action Plan **Amendment** 2018-19 (AAP4 2018-19) amends the fourth year of activities that will address goals established in the City of Surprise Consolidated Plan 2015-19. The AAP4 2018-19 amendment concentrates on creating suitable living environments and providing neighborhood improvement opportunities. This Program Year amendment will include a transfer of Neighborhood Stabilization Program Income in the amount of \$ 206,373 to be allocated to eligible CDBG projects. The Fourth Year Amendment AAP 2018-2019 amendment complies with regulations set by the U.S. Department of Housing and Urban Development (HUD). HUD requires entitlement communities, such as the City of Surprise, to consolidate its planning, application and reporting requirements for HUD programs, including the Community Development Block Grant (CDBG) and the HOME Investment Partnership Grant programs. An Annual Action Plan is prepared each year and is presented to the City of Surprise Planning and Zoning Commission and the City Council. Therefore, any plan amendments shall go before the commission for approval.

The needs of low-income seniors, low-income youth, people in poverty and the community's aging neighborhoods and public infrastructure continue. The Fourth Year AAP 2018-19 will focus on the allocation of CDBG and HOME funds for these services including economic development opportunities in order to attract new businesses and business retention. The term of this plan amendment is from August XX, 2018, through June 30, 2019. The Fourth Year AAP Amendment 2018-19 will focus on the allocation of Neighborhood Stabilization Program 1 (NSP1) Program Income in the amount of \$206,373 for these services including Neighborhood Improvements and Affordable Housing opportunities in order to create suitable living environments and healthy neighborhoods. The term of this plan is from July 1, **2018, through June 30, 2019.**

To the extent feasible, the narrative for this Annual Plan will attempt to not duplicate the narrative for the Consolidated Plan. However, the outlines for the five-year plan and the annual action plan are very similar, so some repetition is unavoidable. Programs and activities described in this plan are intended to primarily benefit low and moderate income residents of City of Surprise, neighborhoods with high concentrations of

low and moderate income residents, and the city as a whole. The City of Surprise CDBG program has been allocated \$638,560 in funding for program year (PY) 2017-2018. The City of Surprise CDBG program will receive **\$206,373** in NSP1 program income funding for program year (PY) 2018-2019 through this plan Amendment.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

This Fourth Year AAP 2018-2019 implements the fourth year activities that will address goals established in the City of Surprise Consolidated Plan 2015-19. Consistent with the established objectives, CDBG funds will be used for:

Fifteen percent (\$95,784) of the CDBG allotted funds (\$638,560) will be utilized for public service activities through nonprofit organizations. Twenty percent (\$127,712) will be used for grant administrative expenses and (\$415,064) will be utilized for Neighborhood Infrastructure and Affordable Housing projects. This is in accordance to the regulations set by HUD.

This Fourth Year AAP 2018-2019 Amendment implements the fourth year activities that will address goals established in the City of Surprise Consolidated Plan 2015-19 Amendment. Consistent with the established objectives, CDBG funds will be used for:

\$206,373 of the NSP1 Program Income funds (\$369,073.67) will be utilized for neighborhood improvement activities (affordable housing opportunities). This is in accordance to the regulations set by HUD.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Surprise evaluates its past performance every year as part of the Consolidated Annual Performance and Evaluation Report (CAPER) as required by HUD. The CAPER provided an estimate of *output* measures in compliance with HUD's data system. The CAPER includes measures of performance to quantify longer-term goals by incorporating projected *outcome* measures. Quantifiable results-oriented goals for capital programs are tied to a unified framework for the benefit of low- and moderate-income residents.

- Preserve neighborhoods through infrastructure improvements in the targeted low-income area(s)
- Provide public service activities to city's youth, seniors, special needs persons, veterans, persons and families in crisis, and disabled persons through nonprofit agencies or other city departments
- Preserve neighborhoods through housing rehabilitation assistance to qualified homeowners
- Preserve habitability of owner-occupied housing through emergency home repair assistance
- Provide economic development opportunities for residents in the targeted area
- Preserve affordability of quality rental housing through the Housing Choice Voucher program

4. Summary of Citizen Participation Process and consultation process

The City of Surprise recognizes the importance of citizen participation in the development and implementation of any plan or program. The Fourth Year AAP 2018-2019 was discussed at two separate meetings: The City Council workshop (April 3, 2018) and a public hearing (April 17, 2018). The Planning and Zoning Commission held a public meeting (March 1, 2018) specifically discussing the Fourth Annual Action Plan Public Service Funding 2018-2019 and a second meeting held April 17, 2018 to discuss Annual Action Plan priorities.

In April 2018 staff presented funding priorities to city council based on an amount of **\$667,123**.

City Council public hearing was scheduled for September 4, 2018 to consider the proposed amendment. The Planning and Zoning Commission held a public hearing August 2, 2018 discussing the Annual Action Plan Year Four Funding Amendment 2018-2019.

These meetings are open to the public in order to encourage individuals and organizations to facilitate a public discussion and provide a means whereby, the public can actively participate in the planning and development of the city's CDBG Program. Citizens are encouraged to submit new project proposals and comments on past and proposed CDBG programs and projects. All dates and times for Commission public meetings are published on the city's website and in the Daily News-Sun local newspaper. The proposed projects and budgets selected by the City Council for CDBG funding were published in the local newspaper for citizen review along with meeting time information.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The City of Surprise provided its residents many opportunities to provide input on the decision making process. See attached schedule.

No citizen comments were received as of yet.

6. Summary of comments or views not accepted and the reasons for not accepting them

None at this time

7. Summary

The Fourth Year AAP 2018-2019 represents the vision and goals for the neighborhood infrastructure improvements, community and economic development needs and housing activities and the available resources and a strategic plan for meeting those needs. The Fourth Year AAP 2018-2019 also identifies any funds to be used as a leverage to address goals and priorities in the plan through partnerships with local non-profit organizations. The Fourth Year AAP 2018-2019 Amendment represents the vision and goals for the neighborhood improvements, community and housing activities and the available resources and a strategic plan for meeting those needs. The Fourth Year AAP 2018-2019 Amendment also identifies any funds to be used as a leverage to address goals and priorities in the plan through partnerships with local non-profit organizations for affordable housing.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	SURPRISE	Human Service and Community Vitality

Table 1 – Responsible Agencies

Narrative

The lead agency for preparing the FY2018-2019 Annual Action Plan Year 4 was the City of Surprise Human Service and Community Vitality Department – Neighborhood Services Division (NSD). The Department is responsible for the administration of the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), and the Neighborhood Stabilization Program (NSP) grant programs.

Consolidated Plan Public Contact Information

Alicia Rubio, Neighborhood Services Coordinator

Human Service and Community Vitality, 16000 N. Civic Center Plaza, Surprise AZ 85374

623-222-3240 | alicia.rubio@surpriseaz.gov

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Surprise is committed to obtaining input from citizens, city staff, non-profit agencies, non-profit developers, private developers, governmental agencies, and the Regional Continuum of Care as part of the Consolidated and Annual Action Plan processes. The 2018 Fourth Year AAP consultation included a combination of public meetings with community stakeholders, two community input hearings, newspaper advertisements, website announcements and placement of hard copies of the plan at 2 libraries, local senior center and city hall to solicit comments on the draft Annual Action Plan. Citizen participation was strongly encouraged throughout the processes of short and long range departmental planning, plan implementation, and assessment of plan effectiveness.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

As members of the Maricopa HOME Consortium we regularly coordinate with private industry, businesses and developers to foster the production of affordable housing and projects for special needs/homeless populations. The consortium also works closely with the real estate, construction and finance industries to implement other ongoing HOME and CDBG supported housing rehabilitation and production activities. The consortium may pursue the receipt of Low Income Housing Tax Credit (LIHTC) resources and associated private mortgage financing support for both construction and permanent loans, as well as tax-exempt bond financing where bonds are purchased by both institutional and retail investors. Surprise also allocates 14% of its CDBG allocation for public services.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

As members of the Maricopa HOME Consortium we committed to addressing the needs of homeless persons and persons at risk of experiencing homelessness. We participate in a regional Continuum of Care (CoC) plan in collaboration with the all other jurisdictions in Maricopa County. The Maricopa Association of Governments (MAG) plans and administers the Continuum of Care. Jurisdictions work together to

develop the CoC plan, provide human services to the homeless, and identify and address gaps in service. The CoC provides direction on planning and policy issues that impact the homeless population by making updates to the Regional Plan to End Homelessness and a consolidated application to the U.S. Department of Housing and Urban Development in support of programming that assists the county homeless and at risk population.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

As an active member of the Maricopa County HOME Consortium we regularly consult with Maricopa Association of Governments (MAG), the lead agency for the Maricopa Regional Continuum of Care structure. Through consultation efforts with MAG and the CoC we align our priorities of the County's homeless strategies with Continuum-wide priorities for homelessness. The Maricopa HOME Consortium continues to actively participate in the CoC and contribute by determining its priorities for homeless persons and those at risk of experiencing homelessness

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Housing Authority of Maricopa County
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Authority of Maricopa County (HAMC) administers the public housing and Section 8 subsidized housing program within the City of Surprise. Surprise housing activities are planned and reported through the Maricopa Consortium Plan.
2	Agency/Group/Organization	CENTRAL ARIZONA SHELTER SERVICES
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The city enters into a sub recipient agreement through the CDBG public service set aside. The agency has been awarded funding for Program Years 2014-2018. The agency has been awarded \$5,000 for this program year.

3	Agency/Group/Organization	SURPRISE
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Victims of Domestic Violence Services-Health Services-Education Services-Employment Regional organization Grantee Department
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy Public Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Surprise Resource Center is a division within the Human Service and Community Vitality Department. The Resource Center staff provided data to support the need of public services and the lack thereof. The Center offers a variety of services including veteran employment, job training and veteran job club, domestic violence and sexual abuse counseling, health education, WIC nutrition program and enrollment services for health insurance programs. The Resource Center also offers financial fitness workshops, credit counseling workshops and tax preparation at no cost to poverty level families and seniors.
4	Agency/Group/Organization	Maricopa Workforce Connections
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Surprise entered into partnership with Maricopa County "Arizona@Work" program. The "Arizona@Work" program provided employment workshops and career fairs to Surprise residents.
---	--

Identify any Agency Types not consulted and provide rationale for not consulting

N/A

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Maricopa Association of Governments	The city's needs and activities are planned and reported through the Maricopa Consortium Plan. See the Consolidated Plan for the Maricopa HOME consortium for a complete description of these activities.
City of Surprise Community Policing	Surprise Police Department	The police department in coordination with the Human Service and Community Vitality Department has taken the lead for the homeless point in time count for the last four years. They have helped to identify the chronically homeless individuals and locations of abandoned properties where known homeless tend to seek shelter in.

Table 3 - Other local / regional / federal planning efforts

Narrative The Maricopa Association of Governments Continuum of Care Subcommittee (MAG Continuum of Care) is the regional body that manages the collaborative efforts of communities and agencies in Maricopa County to plan for the needs of the homeless and access federal funding on behalf of agencies organized to address those needs. The 'Unsheltered Point in Time Count' led by MAG CoC in January 2017 reported that there are 16 homeless persons in the city which represents a 37% increase over the previous year's data. However, the city will do a periodic assessment of any new homeless person cases in the city and will act accordingly to mitigate the problem by assisting with resource referrals.

P-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Surprise is committed to obtaining input from citizens, staff, non-profit agencies, non-profit developers and other government agencies. The AAP citizen participation included a combination of meetings, three public meetings with hearings to solicit comments on the draft plan, which included a 30 day review period. The draft plan was placed at four central locations (2 libraries, senior center and city hall). The AAP draft was also placed on the city website during the 30 day comment period. The AAP 2018-2019 Amendment citizen participation plan included a combination of meetings; two public meetings with hearings to solicit comments on the draft plan, which included a 30-day review period. The draft plan was placed at four central locations (2 libraries, senior center and city hall). The AAP 2018-2019 Amendment draft was also placed on the city website during the 30-day comment period.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Two public meetings with hearings were held on 8/2/18 and 9/4/18 to further solicit input. AAP 4 Amendment-Two public meetings with hearings were held on 8/2/18 and 9/4/18	No public comments were submitted at public hearings (at this time).	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities	Public notices announcing the public hearings and the draft AAP 18-19 and the AAP 18-19 Amendment were placed in 2 newspapers of record in the City of Surprise. (Daily News-Sun and Surprise Today)	No comments received as of yet	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Draft fourth Year AAP was made available on the city's internet site for 1-30 day public comment periods 7/19-8/19/18. Draft fourth Year AAP Amendment was made available on the city's internet site for 30 days during the public comment period 7/19-8/19/18	No comments received as of yet	N/A	http://www.surpriseaz.gov/2475/Consolidated-Plan

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public viewing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Draft hard copies were placed in a central, public location for public viewing. Locations included city hall, 2 libraries and the Senior Center	No comments received as of yet	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Anticipated resources available includes cash match in the amount of approximately \$548,000. Also any anticipated program income will be used towards CDBG eligible projects.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning						Actual allocation of \$667,123. Prior year rollover of approximately \$957,839.50 Program Income of \$206,373
		Economic Development Housing Public Improvements	\$667,123	\$20,000 NSP \$206,373		\$893,496		
		Public Services						
		Affordable Housing Opportunities						

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

No matching funds are required for the CDBG program, however the city will leverage with staff time and the technical oversight provided in the form of project management. There is cash match available for the HOME program in the amount of approximately \$548,000 which is utilized as leverage.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Surprise owns the public right of way to include streets, sidewalks, parks and public facilities such as the Surprise Senior Center and the Surprise Resource Center within the Surprise Heritage District.

Discussion

The primary objective of the City of Surprise CDBG program is to foster the development, revitalization and preservation of neighborhoods to provide decent housing and a suitable living environment. The city recognizes the importance and impact of utilizing cash match and any program income as a leverage to eligible projects within the Surprise Heritage District.

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information AAP 18-19

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Program Administration	2015	2019		ORIGINAL TOWNSITE		CDBG: \$127,712	Homeowner Housing Rehabilitated: 12 Household Housing Unit
2	Public Services	2015	2019	Public Service	ORIGINAL TOWNSITE	Public Services	CDBG: \$95,784	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Neighborhood Infrastructure Improvements	2016	2019	Neighborhood Infrastructure	ORIGINAL TOWNSITE	Neighborhood Improvements	CDBG: \$293,627	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10 Persons Assisted Businesses assisted: 4 Businesses Assisted
4	Emergency Housing Rehabilitation	2015	2016	Affordable Housing	ORIGINAL TOWNSITE	Owner Occupied Housing Rehabilitation	CDBG: \$150,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit

Goals Summary Information AAP4 18-19 Amendment

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Neighborhood Infrastructure Improvements	2018	2019	Neighborhood Improvements	ORIGINAL TOWNSITE	Neighborhood Improvements	CDBG: \$500,000	Infrastructure improvements

Table 6 – Goals Summary

Goal Descriptions AAP3 2017-2018

Goal Name	Program Administration
Goal Description	19% of annual allocation of \$667,123 is to be set aside for administration duties to carry forth the CDBG program.
Goal Name	Public Services
Goal Description	14% of Surprise annual allocation of \$667,123 will be allocated to public service activities through nonprofits agencies who serve those with special needs.
Goal Name	Neighborhood Infrastructure Improvements
Goal Description	Neighborhood Improvements will include right of way improvements and/or park amenities. This project will create an area benefit by creating safe, healthy and decent neighborhoods within the Original Town site of Surprise, a CDBG area-benefit eligible neighborhood.
Goal Name	Emergency Housing Rehabilitation
Goal Description	The Emergency Housing Repair Project will provide 15 emergency repair grants to address health and safety issues to owner-occupied homes who meet the income guideline of 80% or below median income within the Surprise Heritage District.

Goal Descriptions AAP4 2018-2019 Amendment

2	Goal Name	Neighborhood Infrastructure Improvements
	Goal Description	Neighborhood Improvement Project will include infrastructure improvements of city owned facilities. This project will create an area benefit by creating a suitable living environment within the Surprise Heritage District (Original Town Site) of Surprise, a CDBG area-benefit eligible neighborhood

-35 Projects - 91.420, 91.220(d)

Introduction

This section specifically identifies the projects that will take place during FY 2016-2017 with CDBG and HOME funding to address the priority needs and specific objectives as identified in

Annual Action Plan - Amendment
2018

21

the Consolidated Plan Strategic Plan section.

CDBG Funds: FY 2018-2019 CDBG Allocation is \$667,123.

HOME Funds: FY 2017-2018 HOME Allocation is \$193,749

Additionally, this section specifically identifies the projects that will take place during Program Year 2018-2019 with CDBG Program Income transfer to address the priority needs and specific objectives as identified in the Consolidated Plan Amendment Strategic Plan section.

CDBG Funds: FY 2018-2019 CDBG Program Income Transfer is \$206,373.

Any program income received during the program year will be retained and reported by the City of Surprise and used on CDBG and HOME eligible activities.

#	Project Name
1	Neighborhood Improvements
2	2018 Public Services
3	CDBG Administration
4	HOME Housing Rehabilitation
5	Neighborhood Infrastructure Improvements
7	2018-2019 Emergency Home Repair

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Surprise Heritage District area targeted for HOME/CDBG investment is the lowest- income Census

Tract within the City of Surprise. Neighborhood improvements will occur in this targeted area known as the Surprise Heritage District.

AP-38 Project Summary

Project Summary Information AAP 18-19

1	Project Name	Neighborhood Improvements
	Target Area	ORIGINAL TOWNSITE
	Goals Supported	Neighborhood Infrastructure Improvements

	Needs Addressed	Neighborhood Improvements
	Funding	CDBG: \$293,627
	Description	Neighborhood improvements, right of way improvements, commercial demolition within the Surprise Heritage District.
	Target Date	10/1/2018
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 20 families will benefit from neighborhood improvements.
	Location Description	Surprise Heritage District - 12425 W. Bell Rd. Surprise, AZ 85378
	Planned Activities	Neighborhood improvements, right of way improvements, commercial demolition
2	Project Name	2018 Public Services
	Target Area	ORIGINAL TOWNSITE
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$95,784
	Description	Public service activities through nonprofit agencies.
	Target Date	11/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	225 low to moderate income families, particularly clients who are seniors, youth, veterans/homeless and special needs population.
	Location Description	Activities will be undertaken within the City of Surprise and provide a benefit to residents who meet the program requirements.
	Planned Activities	Provide public service benefits to youth, seniors, veterans, homeless and special needs population.
3	Project Name	CDBG Administration
	Target Area	ORIGINAL TOWNSITE
	Goals Supported	Program Administration
	Needs Addressed	Administration of CDBG program.
	Funding	CDBG: \$127,712
	Description	19% of annual allocation set aside for CDBG program administrative duties.

	Target Date	11/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Activities will be undertaken within the City of Surprise.
	Planned Activities	Administrative duties administered for the CDBG program.
4	Project Name	HOME Housing Rehabilitation
	Target Area	ORIGINAL TOWNSITE
	Goals Supported	Neighborhood Infrastructure Improvements
	Needs Addressed	Neighborhood Improvements Owner Occupied Housing Rehabilitation
	Funding	HOME: \$193,749
	Description	Provide substantial rehabilitation for low to moderate income residents.
	Target Date	11/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	5 families will be assisted with the HOME Rehabilitation program and the CDBG Emergency Home Repair program.
	Location Description	Activities will be undertaken within the City of Surprise - Original Town Site aka Heritage Overlay District, but offered city-wide.
	Planned Activities	Substantial rehabilitation up to \$25,000. If home is over 50 years old the city can invest up to \$35,000. The CDBG Emergency Home Repair program can provide up to \$10,000 in grant funding.
5	Project Name	2018-2019 Emergency Home Repair
	Target Area	ORIGINAL TOWNSITE
	Goals Supported	Emergency Housing Rehabilitation
	Needs Addressed	Owner Occupied Housing Rehabilitation
	Funding	CDBG: \$150,000
	Description	Provide emergency repair assistance to 15 families who meet income guidelines
	Target Date	7/2018

	Estimate the number and type of families that will benefit from the proposed activities	15 families will be assisted
	Location Description	Throughout the City of Surprise
	Planned Activities	Provide emergency home repair in order to correct health and safety issues for low to moderate income residents

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AP-38 Project Summary

AAP18-19 Amendment

Project Summary Information1	Project Name	Neighborhood Improvements
	Target Area	ORIGINAL TOWNSITE
	Goals Supported	Neighborhood Infrastructure Improvements
	Needs Addressed	Neighborhood Improvements
	Funding	CDBG: \$293,627 and CDBG Transfer \$206,373 for a total of \$500,000
	Description	Neighborhood Infrastructure improvements within the Surprise Heritage District
	Target Date	9/1/2018
	Estimate the number and type of families that will benefit from the proposed activities	50 families
	Location Description	Surprise Heritage District
	Planned Activities	Neighborhood improvements.
	Planned Activities	Affordable Housing

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Surprise has one area of minority concentration. The Hispanic population makes up 82% of Census Tract 608 and totals 22,856 residents as per census 2010. This census tract includes the entire Original Town site and is the only area where a majority of the residents are low- and moderate-income.

Geographic Distribution

Target Area	Percentage of Funds
ORIGINAL TOWNSITE	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

All area benefit activities included in the 5 Year Strategic Plan will take place in the Original Town Site a.k.a Surprise Heritage District area. The city has a Council appointed resident group - the Planning and Zoning Commission, which monitor the implementation of the Specific Plan for the Revitalization of the Surprise Heritage District. Resources recommended by this commission include CDBG funds and general funds set aside for the revitalization of the Surprise Heritage District.

Discussion

Although the City of Surprise Heritage District has had higher concentration of low to moderate income residents, our services are income based therefore eligibility can be city wide as long as the income limits are met. The neighborhood improvements will occur within the Surprise Heritage District to further area benefit revitalization efforts.

AP-75-Barriers to affordable housing – 91.420,91-220(j)

Introduction

Barriers to affordable housing have been identified through the Maricopa HOME Consortium and the City of Surprise. Plans to take to remove or ameliorate the negative effects of public policies will be to affirmatively market fair housing and overcome identified barriers to affordable housing. These efforts in collaboration with the Consortium have resulted in the creation of a Fair Housing Plan. The plan includes development of specific goals and objectives to overcome barriers to affordable housing. The Consortium is in the process of updating the Maricopa County Regional Analysis of Impediments to Fair Housing Choice through consultants further documenting impediments to fair housing choices including lack of accessible housing and housing discrimination against persons with disabilities, lack of awareness of fair housing laws, the cost of affordable housing limiting housing choice, poor financial history of potential homebuyers, lack of transportation options in rural unincorporated Maricopa County, and distribution of resources.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment:

During the PY 2018-19, the following actions will contribute to the removal of barriers to affordable housing:

1. Surprise will dedicate resources to preservation and development. Surprise has newly created a specific zoning district to further delineate specific zoning districts in the original town site (OTS) to enhance preservation and development. This district is known as the “Surprise Heritage District” (SHD). The intent of this district is to enhance and protect the historic character of the area. Two overlay districts, “residential neighborhood overlay” and the “art & entertainment district” is to support the residents to preserve and protect their neighborhood and to promote the local arts and culture business opportunities.
2. The city’s allocation of HOME funds to major rehabilitation. Surprise also utilizes general funds on HOME eligible rehabilitation projects to match HOME expenditures for housing rehabilitation. The city maintains a match log and match is applied at the time of requests for reimbursement from Maricopa County Community Development.
3. City general revenues for beautification. Pride Day activities generally happen twice annually and are paid for with General Funds
4. The Neighborhood Stabilization Program (NSP) funding will assist in acquisition, rehabilitation, disposition, and homebuyer assistance to program eligible applicants at or below 50%-120% or Area

Median Income (AMI). These funds are required by the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act). Target areas for this funding are established by a HUD mapping tool that

5. Program Income from the Neighborhood Stabilization Program 1 (NSP1) funding has been reprogrammed into the CDBG program. This will assist in neighborhood improvements, potential tax credit projects within the Surprise Heritage District to offer affordable housing opportunities and program administration for community development and revitalization efforts located within the Surprise Heritage District-Original Town Site.

Discussion:

In furthering the discussion of actions that will be undertaken to remove the barriers of affordable housing, city council adopted the Surprise Heritage District (zoning overlay) in June 2016. This district will allow the flexibility of the type of structures allowed in the new zoning districts to include cottage industries, which allow small individual owned business in a residential area and permit manufactured homes within the neighborhood as another option for diversified housing opportunities in the target area. The adoption of the "SHD" will also offer development incentives such as reduction in setback requirements and 100% waiver of development impact fees. This action will further support Surprise's intent to ameliorate public policies which are barriers to affordable housing.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The primary categories of needs to be addressed in the plan are neighborhood improvements to include economic development, public services to eligible populations and emergency housing rehabilitation

The proposed amendments in the plan are neighborhood improvements and affordable housing opportunities. These projects will be carried out with the NSP1 Program Income transfer into the CDBG Annual Action Plan 4 amendment.

Actions planned to address obstacles to meeting underserved needs

One of the main obstacles to meeting community needs is inadequate resources for programs. The decline in resources across sectors, including government agencies and foundations, due to the economic downturn has negatively impacted the quantity and quality of housing and community development services. Although federal stimulus funding helped to mitigate this trend to some extent, resources for these programs will likely be limited for the near future.

The City of Surprise has partnered with various social service agencies which are housed at the Surprise Resource Center located in the Surprise Heritage District. The services offered are veteran employment services, veteran job training club, employment workshops, career fairs, services for domestic violence and sexual abuse, Women, Infant and children (W.I.C) nutrition program, enrollment services for health insurance, programs, access to food and nutrition resource (SNAP, TANF, AHCCCS and navigation of the Affordable Care Act. The Resource Center also offers financial fitness workshops, tax preparation to poverty level families and credit counseling workshops.

Actions planned to foster and maintain affordable housing

The City of Surprise has an active strategy to promote homeownership and the preservation and management of existing residential property. To offset the increasing cost of housing in the private market, the city has undertaken a number of strategies to preserve and develop new affordable housing. These strategies include:

1. The use of general funds and HOME funds for the preservation of existing affordable owner-occupied housing.
2. Support of for-profit and nonprofit developers in the construction of Tax Credit assisted rental housing for families and seniors.
3. Development of Original Town Site (also known as the Surprise Heritage District) Revitalization Plan which has already resulted in public investment in community facilities, infill construction of mixed

income owner-occupied homes and specific zoning districts.

Actions planned to reduce lead-based paint hazards

Housing units assisted under any and all programs covered under this Consolidated Plan are inspected and/or tested prior to assistance as follows:

- a. The Housing Authority of Maricopa County inspects all rental units prior to occupancy by households who have Housing Choice Vouchers. For units built before 1978, chipped or peeling paint must be removed prior to occupancy.
- b. For units built before 1978, chipped or peeling paint must be removed prior to occupancy. Renter and owner-occupied units built before 1978 that are being rehabilitated with CDBG or HOME funds must be professionally assessed and abated as part of the assistance contract.
- c. Lead-based paint is not allowed or sold for residential construction after 1978. Newly constructed single-family or multifamily residences assisted with funding from the covered grants will be free of lead paint hazards.

Actions planned to reduce the number of poverty-level families

The Housing Authority of Maricopa County (HAMC) has two public housing developments in Surprise and administers Housing Choice Vouchers in the private rental market. The operations of HAMC in Surprise have not been formalized since Surprise incorporated as a city and an intergovernmental agreement would be beneficial.

The City of Surprise has partnered with various social service agencies which are housed at the Resource Center located in Surprise Heritage District. The services offered are veteran employment services, veteran job training club, services for domestic violence and sexual abuse, Women, Infant and children (W.I.C) nutrition program, enrollment services for health insurance, programs, access to food and nutrition resource (SNAP, TANF, AHCCCS and navigation of the Affordable Care Act. The Resource Center also offers financial fitness workshops, tax preparation to poverty level families and credit counseling workshops.

Actions planned to develop institutional structure

The City of Surprise is the clearinghouse and facilitator for the activities as described by the Consolidated Plan. The Neighborhood Services Division of the Human Service and Community Vitality Development Department oversees the administration of all CDBG and HOME entitlement programs. The department is responsible for:

- Program management and oversight

- Interdepartmental coordination
- Sub recipient contract administration and monitoring
- Program evaluation
- Consolidated Plan preparation, monitoring and evaluation
- Required reporting to HUD

Divisions within the Human Service and Community Vitality Department include the Resource Center which provides a one-stop-shop for social services. (see above action plan to reduce number of poverty-level families) Other departments and private agencies that participate in the implementation of federal, state and county-funded grants include:

- City Council - formal approval body for policy making and release of funds
- The Public Works Department - has experience in administering the procurement and Labor Standards requirements of federally funded projects. The Engineering Department within Public Works administers the Capital Improvement Plan, which includes projects located within the Surprise Heritage District
- Financial management will be appropriately separated between the Finance Department and Human Service and Community Vitality Department

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Surprise has partnered with various social service agencies which are housed at the Resource Center located in the Surprise Heritage District. The services offered are veteran employment services, veteran job training club, services for domestic violence and sexual abuse, Women, Infant and children (W.I.C) nutrition program, enrollment services for health insurance, programs, access to food and nutrition resource (SNAP, TANF, AHCCCS and navigation of the Affordable Care Act. The Resource Center also offers financial fitness workshops, tax preparation to poverty level families and seniors and credit counseling workshops.

The city is also carrying out public service activities under the CDBG program through an open application process. The city utilizes CDBG and HOME funds for emergency home repair and owner-occupied housing rehabilitation. The city is undertaking discussions at senior management level with Maricopa County and other public private entities in order to create more affordable housing units within the Surprise Heritage District.

Discussion

The city is committed to preserving neighborhoods through neighborhood infrastructure improvements in the target area. Affordable Housing is identified as a high priority in the Consolidated an Amendment.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

At the beginning of Program Year 2016-2017 we do not anticipate any program income; however we will budget approximately \$22,000.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	20,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	20,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

Due to program requirements we foresee 100% of CDBG funds be used for extremely low to moderate income residents. All activities are deemed eligible for funding and have met environmental clearance in the projects requiring said clearance.

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Appendix 1 – Public Notices

Notice of Public Hearing and Public Comment Period

City of Surprise

Planning and Zoning Commission and City Council Meeting

FY 2018-2019 The Fourth Year Annual Action Plan Amendment and Consolidated Plan 2015-2019 Amendment to be completed with Neighborhood Stabilization Program – Program Income funds.

Public Hearing- Planning and Zoning Commission August 2, 2018 at 6:00 PM and City Council Public Hearing September 4, 2018 at 6:00 PM.

This notice will inform interested person of the proposed substantial **amendment** to the City of Surprise Community Development Block Grant (CDBG) Fourth Year Annual Action Plan for Fiscal Year (FY) 2018-2019 and Consolidated Plan 2015-2019 Amendment..

The proposed amendment would allow the city to allocate and utilize \$206,373 of Neighborhood Stabilization Program Income into a CDBG eligible activity. From the U.S. Department and Housing and Urban Development to address community needs as follows:

- \$206,373-Neighborhood Improvement Projects

Notice is hereby given that the City of Surprise Human Service and Community Vitality Department will hold a Planning and Zoning Commission Meeting Public Hearing on Thursday, August 2, 2018 at 6:00 P.M. and a Public Hearing on September 4, 2018 at 6:00 PM before Surprise City Council at City Hall, 16000 N. Civic Center Plaza, Surprise, Arizona 85374.

The Planning and Zoning scheduled hearing on August 2, 2018 at 6:00 P.M. will be a discussion of the proposed Fourth Year Annual Action Plan Amendment and Consolidated Plan Amendment 2015-2019 recommendations.

The City Council Meeting/hearing on September 4, 2018, at 6:00 P.M. concerns action on the proposed approval of recommendations for the City of Surprise's Program year 2018 – 2019.

Public Comments – Comment Period July 19, 2018 – August 19, 2018

Draft copies of the proposed FY 2018 – 2019 Annual Action Plan and Consolidate Plan 2015-2019 Amendment will be available for review from July 19, 2018 to August 19, 2018 at the following city locations:

Surprise Senior Center 15832 N Hollyhock Street, Surprise, AZ 85378
(Senior Center hours are 8:00 A.M.-4:00 P.M. Monday through Friday)

Surprise City Hall 16000 N. Civic Center Plaza, Surprise, AZ 85374
(Surprise City Hall hours are from 8:00 A.M.-5:00 P.M. Monday through Friday)

Library 15844 N Hollyhock Street, Surprise, AZ 85378 Library hours are 1:00 P.M. – 7:00 P.M. Tuesday and Thursday.; Saturday 11:00 A.M – 5:00 P.M.)

Documents are available for review in advance and can be made available in alternate formats.

Please call Alicia Rubio at 623.222.3240 or TYY 623.222.1002 forty-eight hours prior to the meeting time for assistance with translation or accommodations for individuals with disabilities.

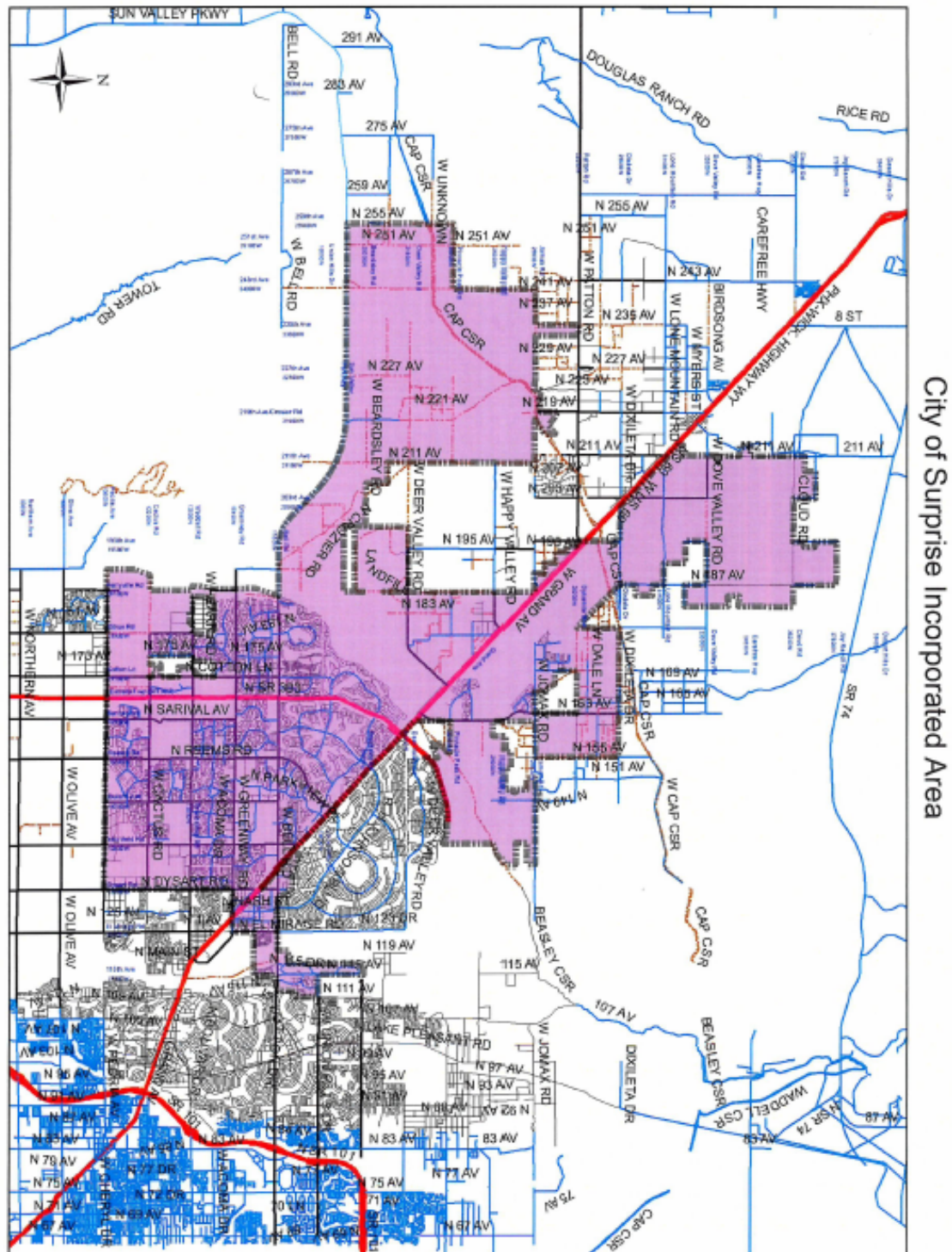


Reasonable accommodations will be made upon a timely request

Appendix 1 – Public Notice 2

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Appendix 2 – Geographical Maps: Map 1 Incorporated Area – Surprise



[illegible]

Appendix 3 – Continuum of Care Unsheltered Street Count: Table 1

Unsheltered Street County by Municipality (2013-2017):

All communities participate in the unsheltered homeless count conducted during the last week of January. Numbers for all communities with the exception of Phoenix are a direct census of individuals interviewed by volunteers, law enforcement, and outreach workers. The City of Phoenix conducts a survey using an extrapolation method by which areas are designated "high density" or "low density" areas. Direct counts in those areas are then extrapolated to estimate the number of individuals experiencing homelessness in unsheltered situations within the City of Phoenix geographic boundaries.

Municipality	2017	2016	2015	2014	2013
Apache Junction	0	0	0	0	0
Avondale	27	37	20	12	5
Buckeye	0	0	0	0	0
Carefree	0	0	0	0	0
Cave Creek	0	2	1	0	0
Chandler	27	14	31	18	20
El Mirage	0	0	0	0	7
Fountain Hills	0	0	0	0	0
Gila Bend	7	9	0	0	0
Gilbert	2	1	1	0	0
Glendale	57	44	25	39	16
Goodyear	7	7	1	2	4
Guadalupe	0	8	0	5	12
Litchfield Park	0	0	0	0	0
Mesa	130	95	155	55	42
Paradise Valley	0	0	0	0	0
Peoria	22	31	30	13	0
Phoenix	1508	1235	994	771	1339
Queen Creek	1	1	0	0	0
Scottsdale	50	67	0	39	11
Surprise	16	6	7	0	0
Tempe	202	88	24	97	125
Tolleson	0	0	0	2	0
Wickenburg	1	0	0	0	0
Youngtown	2	1	0	0	0
Total	2059	1646	1289	1053	1581



2013-2017 POINT IN TIME COUNT | Maricopa Regional Continuum of Care

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: CDBG Annual Action Plan 2018-2019 - Year 4

OVERALL PUBLIC INVOLVEMENT LEVEL:

Public Hearing on 8/2/18 (P & Z Meeting) and 9/4/18 Council Meeting. 30 day Public comment period (7/19/18 - 8/19/18) for draft Annual Action Plan 4 Amendment.

IDENTIFY STAKEHOLDERS:

OTS residents/property owners, public service nonprofits, City of Surprise staff Public Works, Community Development, Economic Development and Human Services.

OBJECTIVES:

Create viable neighborhoods, provide decent, safe and affordable housing; Low to moderate income resident job creation; provide services to those with special needs

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) Public Hearings 8/2 & 9/4/18, 30 day public comment
Future Council Work Session/Meetings target dates 9/4/18
Election dates (if applicable)
Project start/completion dates 10/2018

Communication Tools and Technique options: (which do you plan to use?)

- ☒ Press releases
- ☒ Public meetings (video/photos, poster boards, fact sheet(s) *do you need Spanish version?)
- ☒ Presentations to boards and commissions, other interested community partners/stakeholders
- ☐ Third-party consultant/moderator (pending budget)
- ☐ Survey (online/paper/both?)
- ☐ Social media
- ☐ Surprise 11
- ☐ Notify Me email/ Council newsletters (opt-in audience)
- ☒ Paid advertising (pending budget)
- ☐ Surprise Progress (mailed quarterly and tied to print deadlines)
- ☐ Booth at city events
- ☐ Paid mailings (pending budget)
- ☐ Creation of a subcommittee/task force
- ☐ Youth/adult activities, registration, or orientation (HOA Academy)
- ☒ Website updates



CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

Back Print

Board Meeting Date:	August 2, 2018	Contact Person:	Seth Dyson, HSCV Director
Submitting Department:	CD Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	Public Hearing	x	Report/Discussion
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Agenda Wording:

Consideration and action on the Neighborhood Stabilization Program 1 Substantial Amendment.

Motion:

I move to recommend approval to the Mayor and City Council a substantial amendment to the Neighborhood Stabilization Program 1 Action Plan.

Background:

The City of Surprise has identified approximately \$994,414.41 remaining in unobligated grant funds, \$625,340.74, and program income, \$369,073.67, for NSP1. The city's proposal is to transfer \$206,373 in program income to the grantee's Community Development Block Grant (CDBG) account and combine it with the current year allocation of \$293,627 to total \$500,000 for neighborhood improvements. The CDBG Neighborhood Improvement activity would be used to support the Housing Authority of Maricopa County's (HAMC) infrastructure costs for a 100-unit multifamily project on an existing ball field which is adjacent to the city's Senior Center and other recreational (and library branch) facilities. The three-story multifamily community will serve mostly families and provide 30 units of supportive housing. The remaining funding will be used to relocate the youth ball field across the street from the housing project.

Financial Impact Statement:

The approval of this action plan amendment will necessitate a budget amendment of \$206,400 from NSP1 Program Income to the CDBG Neighborhood Improvements activity.

ATTACHMENTS:

Click to download

- ☐ [Staff Report](#)
- ☐ [DRAFT - NSP1 Substantial Amendment](#)

☐ [Public Engagement Form](#)

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Seth Dyson, Director, HSCV



HUMAN SERVICE AND COMMUNITY VITALITY

Date: August 2, 2018

To: Planning and Zoning Commission Members

From: Seth Dyson, Director
Joe Gladieux, Acting Neighborhood Services Supervisor
Alicia Rubio, Neighborhood Services Coordinator

Re: NSP1 and NSP3 Amendments

Introduction

The City of Surprise will be closing out the Neighborhood Stabilization Programs (NSP) as directed by the U.S. Housing & Urban Development (HUD) department. The proposed amendments are needed to successfully complete the project while meeting program requirements.

Background

In response to the local impacts on homeownership during the great recession, in 2008 and 2011 the City of Surprise was awarded a U.S. Housing & Urban Development (HUD) Neighborhood Stabilization Program (NSP) Grant of \$2,197,786 and \$1,329,844. Both grants supported first time homebuyers, assisted with rehabilitation and purchasing of foreclosed homes. When a home was purchased and/or rehabbed through this grant, a lien was placed on the home. Many participants paid their home liens off before the actualization period, generating 'program income.' This program income in turn was put back into the program for additional rehabilitations, acquisitions, etc.

HUD is looking to close out the NSP program. In Surprise, that means closing out both grants NSP1 and NSP3. Due to generating program income for both grants, the city has remaining \$994,414.41 (NSP1) and \$829,969.75 (NSP3). This combines leftover grant monies and program income for each grant. In spring 2018, HSCV presented to the Surprise Planning & Zoning Commission and City Council amendments to the five-year CDBG Consolidated Plan and the current Annual Action Plan to utilize the NSP program income. The proposed investment included \$500,000 towards the affordable housing project in the Original Town Site, \$517,000 towards relocation of the Gaines Park youth baseball field, and \$100,000 in administrative fees.

In order to utilize the remaining grant dollars AND program income, HUD is requesting we amend both NSP1, NSP3, the CDBG Consolidated Plan and the Annual Action Plan Year 4.

In order to satisfy the program requirements for both grants, specifically the NSP3, the following eligible grant projects are being proposed:

Item	Grant Total Available	Projects
NSP1	\$994,414.41	Affordable Housing Project (\$206,373) & Gaines Park Youth Ballfield Relocation (\$788,041.41)
NSP3	\$829,969.75	Affordable housing acquisition, rehabilitation and new construction (\$814,969.75) and Admin (\$15,000). The \$814,969.75 will be put out to bid through an RFP process.

In addition to the above NSP1 and NSP3 amendments, the CDBG Consolidated Plan and the Annual Action Plan Year Four must be amended to reflect the NSP investment. The Affordable Housing Project with the Housing Authority of Maricopa County includes CDBG infrastructure support (\$293,627) in the Annual Action Plan Year Four, bringing the total grant investment towards that project to \$500,000, as was presented in April 2018.

Updated Actions

Acquisition and new construction will be added to the existing scope of the NSP3 program, which already allows for rehabilitation.

Future Actions

- City Council Public Hearing and action: 9/4/18
- Submission to HUD as part of Consolidated Plan Amendment 2015-19 by 9/6/18

Recommendations

Approval of NSP1 & NSP3 Plan Amendments



City of Surprise

Neighborhood Stabilization Program 1

Substantial Amendment

Annual Action Plan

FY2008-2009

City of Surprise | NSP 1 Substantial Amendment

Grant Number: B-08-MN-04-0506

August, 2018

Jurisdiction

City of Surprise
16000 N. Civic Center Plaza
Surprise, AZ 85374

www.surpriseaz.gov

NSP Contacts

Deb Perry
Sr. Financial Analyst
deborah.perry@surpriseaz.gov
Phone: 623.222.1623
Fax: 623.222.1501

Seth Dyson
Director - HSCV
seth.dyson@surpriseaz.gov
Phone: 623.222.1620
Fax: 623.222.1501

City of Surprise | NSP 1 Substantial Amendment

The following substantial amendment to the approved and existing Neighborhood Stabilization Program (NSP) Action Plan represents the City of Surprise's re-allocation of NSP funds to new activities. This amendment is a supplement to the FY2008/2009 Annual Action Plan submitted to the U.S. Department of Housing and Urban Development (HUD) in 2008.

Proposed Accomplishments

The City of Surprise has identified approximately \$994,414.41 remaining in unobligated grant funds, \$625,340.74, and a program income total of \$369,073.67 for NSP1. The city's proposal is to transfer \$206,373 in program income to the grantee's Community Development Block Grant (CDBG) account and combine it with the current year allocation of \$293,627 to total \$500,000 for neighborhood improvements. The CDBG Neighborhood Improvement activity would be used to support the Housing Authority of Maricopa County's (HAMC) infrastructure costs for a 100-unit multifamily project on an existing ball field which is adjacent to the city's Senior Center and other recreational (and library branch) facilities. The three-story multifamily community will serve mostly families and provide 30 units of supportive housing.

The remaining NSP1 allocations of \$788,041.41, program income of \$162,700.67, (\$369,073.67 - \$206,373 = \$162,700.67) and Line of Credit of \$625,340.74 will be used to build public facilities on a vacant lot for a new youth ball park across the street from the existing ball park and future multifamily community. If any funds remain, it will be used for a pocket park on vacant land in another section of the city's Original Townsite or Heritage District.

Activity Type

24 CFR 570.201(a) Acquisition and (c) Public facilities and improvements (Use E)



City of Surprise | NSP 1 Substantial Amendment

National Objective

Low Moderate and Middle Income Area (LMMA)

Start and End Dates:

March 19, 2009 – June 2020

Environmental Reviews:

None

Budget:

Line of Credit	\$625,340.74
Program Income,	<u>\$369,073.67</u>
Unobligated Funds	\$994,414.41
Transfer PI to CDBG	<u>(\$206,373.00)</u>
Remaining NSP1 allocations	\$788,041.41

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: Neighborhood Stabilization Program 1 (NSP1) Action Plan Amendment

OVERALL PUBLIC INVOLVEMENT LEVEL:

Public Hearing on 8/2/18 (P & Z Meeting) and 9/4/18 Council Meeting. 30 day Public comment period (7/20/18 - 8/20/18) for draft NSP1 Action Plan Amendment.

IDENTIFY STAKEHOLDERS:

OTS residents/property owners, public service nonprofits, City of Surprise staff Public Works, Community Development, Economic Development and Human Services.

OBJECTIVES:

Create viable neighborhoods, provide decent, safe and affordable housing; provide services to those with special needs

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) Public Hearings 8/2 & 9/4/18, 30 day public comment
Future Council Work Session/Meetings target dates 9/4/18
Election dates (if applicable)
Project start/completion dates 10/2018

Communication Tools and Technique options: (which do you plan to use?)

- ☒ Press releases
- ☒ Public meetings (video/photos, poster boards, fact sheet(s) *do you need Spanish version?)
- ☒ Presentations to boards and commissions, other interested community partners/stakeholders
- ☐ Third-party consultant/moderator (pending budget)
- ☐ Survey (online/paper/both?)
- ☐ Social media
- ☐ Surprise 11
- ☐ Notify Me email/ Council newsletters (opt-in audience)
- ☒ Paid advertising (pending budget)
- ☐ Surprise Progress (mailed quarterly and tied to print deadlines)
- ☐ Booth at city events
- ☐ Paid mailings (pending budget)
- ☐ Creation of a subcommittee/task force
- ☐ Youth/adult activities, registration, or orientation (HOA Academy)
- ☒ Website updates



CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

Back Print

Board Meeting Date: August 2, 2018
Submitting Department: CD Boards and Commissions
Staff Recommendations: Approve

Contact Person: SethDyson, HSCV Director
District: Citywide

Consent	Regular	Public Hearing	x	Report/Discussion
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Agenda Wording:

Consideration and action on the Neighborhood Stabilization Program 3 Substantial Amendment.

Motion:

I move to recommend approval to the Mayor and City Council a substantial amendment to the Neighborhood Stabilization Program 3 Action Plan.

Background:

The City of Surprise has identified approximately \$829,969.75 remaining in unobligated grant funds, \$68,369.77, and program income, \$761,599.98, for NSP3. The city's proposal is to invest in housing rehabilitation and new construction affordable to buyers with incomes of less than 50% of the Average Median Income. This investment will allow the city to come into compliance with the LH25 requirement.

Financial Impact Statement:

Once approved the city will initiate an RFP to invest in the affordable housing rehabilitation and new construction utilizing the \$829,969.75 allocated from Program income and the unobligated grant funds.

ATTACHMENTS:

Click to download

- ☐ [Staff Report](#)
 - ☐ [DRAFT - NSP3 Substantial Amendment](#)
 - ☐ [Public Engagement Form](#)
-

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):

Seth Dyson, Director, HSCV



HUMAN SERVICE AND COMMUNITY VITALITY

Date: August 2, 2018

To: Planning and Zoning Commission Members

From: Seth Dyson, Director
Joe Gladieux, Acting Neighborhood Services Supervisor
Alicia Rubio, Neighborhood Services Coordinator

Re: NSP1 and NSP3 Amendments

Introduction

The City of Surprise will be closing out the Neighborhood Stabilization Programs (NSP) as directed by the U.S. Housing & Urban Development (HUD) department. The proposed amendments are needed to successfully complete the project while meeting program requirements.

Background

In response to the local impacts on homeownership during the great recession, in 2008 and 2011 the City of Surprise was awarded a U.S. Housing & Urban Development (HUD) Neighborhood Stabilization Program (NSP) Grant of \$2,197,786 and \$1,329,844. Both grants supported first time homebuyers, assisted with rehabilitation and purchasing of foreclosed homes. When a home was purchased and/or rehabbed through this grant, a lien was placed on the home. Many participants paid their home liens off before the actualization period, generating 'program income.' This program income in turn was put back into the program for additional rehabilitations, acquisitions, etc.

HUD is looking to close out the NSP program. In Surprise, that means closing out both grants NSP1 and NSP3. Due to generating program income for both grants, the city has remaining \$994,414.41 (NSP1) and \$829,969.75 (NSP3). This combines leftover grant monies and program income for each grant. In spring 2018, HSCV presented to the Surprise Planning & Zoning Commission and City Council amendments to the five-year CDBG Consolidated Plan and the current Annual Action Plan to utilize the NSP program income. The proposed investment included \$500,000 towards the affordable housing project in the Original Town Site, \$517,000 towards relocation of the Gaines Park youth baseball field, and \$100,000 in administrative fees.

In order to utilize the remaining grant dollars AND program income, HUD is requesting we amend both NSP1, NSP3, the CDBG Consolidated Plan and the Annual Action Plan Year 4.

In order to satisfy the program requirements for both grants, specifically the NSP3, the following eligible grant projects are being proposed:

Item	Grant Total Available	Projects
NSP1	\$994,414.41	Affordable Housing Project (\$206,373) & Gaines Park Youth Ballfield Relocation (\$788,041.41)
NSP3	\$829,969.75	Affordable housing acquisition, rehabilitation and new construction (\$814,969.75) and Admin (\$15,000). The \$814,969.75 will be put out to bid through an RFP process.

In addition to the above NSP1 and NSP3 amendments, the CDBG Consolidated Plan and the Annual Action Plan Year Four must be amended to reflect the NSP investment. The Affordable Housing Project with the Housing Authority of Maricopa County includes CDBG infrastructure support (\$293,627) in the Annual Action Plan Year Four, bringing the total grant investment towards that project to \$500,000, as was presented in April 2018.

Updated Actions

Acquisition and new construction will be added to the existing scope of the NSP3 program, which already allows for rehabilitation.

Future Actions

- City Council Public Hearing and action: 9/4/18
- Submission to HUD as part of Consolidated Plan Amendment 2015-19 by 9/6/18

Recommendations

Approval of NSP1 & NSP3 Plan Amendments



City of Surprise

Neighborhood Stabilization Program 3

Substantial Amendment

Annual Action Plan

FY2010-2011

City of Surprise | NSP 3 Substantial Amendment

Grant Number: B-11-MN-04-0506

August, 2018

Jurisdiction

City of Surprise
16000 N. Civic Center Plaza
Surprise, AZ 85374

www.surpriseaz.gov

NSP Contacts

Deb Perry
Sr. Financial Analyst
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Fax: 623.222.1501



City of Surprise | NSP 3 Substantial Amendment

The following substantial amendment to the approved and existing Neighborhood Stabilization Program (NSP) Action Plan represents the City of Surprise's re-allocation of NSP funds to new activities. This amendment is a supplement to the FY2010/2011 Annual Action Plan submitted to the U.S. Department of Housing and Urban Development (HUD) in 2011.

Narrative

The City of Surprise has identified approximately \$829,969.75 remaining in unobligated grant funds, \$68,369.77, and program income, \$761,599.98, for NSP3. The city's proposal is to invest in housing rehabilitation and new construction affordable to buyers with incomes of less than 50% of the Average Median Income. This investment will allow the city to come into compliance with the LH25 requirement. The City will follow the HOME rules for affordability using the Recapture method and the HOME affordability period for homebuyer assistance of <\$15,000 for five years, \$15,000 to \$40,000 for ten years and over \$40,000 for 15 years.

Proposed Accomplishments

	Total	Low	Mod	Low/Mod%
# of Households New Const.	2	2		100.00
# of Households Acq/Rehab	1	1		100.00

Activity Type

24 CFR 570.201(a) & 24 CFR 570.202 (a) Acquisition and (e) Redevelop demolished or vacant properties as housing for new construction (24 CFR 570.204 (e)) and/or rehabilitation.

National Objective:

LMMH - LH25: Funds targeted for housing whose incomes are at or under 50% Area Median Income.

Start and End Dates:

March 2011 – June 2021



City of Surprise | NSP 3 Substantial Amendment

Environmental Reviews: Will be completed as properties are identified

Budget:

Acquisition and Rehabilitation (existing activity)	\$120,000.00
Redevelopment New Construction (new activity)	<u>\$709,969.75</u>
Total	\$829,969.75

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: Neighborhood Stabilization Program 3 (NSP3) Action Plan Amendment

OVERALL PUBLIC INVOLVEMENT LEVEL:

Public Hearing on 8/2/18 (P & Z Meeting) and 9/4/18 Council Meeting. 30 day Public comment period (7/20/18 - 8/20/18) for draft NSP3 Action Plan Amendment.

IDENTIFY STAKEHOLDERS:

OTS residents/property owners, public service nonprofits, City of Surprise staff Public Works, Community Development, Economic Development and Human Services.

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PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:

Public outreach time frame (when to when) Public Hearings 8/2 & 9/4/18, 30 day public comment
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CITY OF SURPRISE
Planning and Zoning Commission

August 2, 2018 @ 6:00:00 PM

Back Print

Board Meeting Date:	August 2, 2018	Contact Person:	Eric Fitzer - Community Development
Submitting Department:	CD Boards and Commissions	District:	Internal
Staff Recommendations:	No Action		

Consent	Regular	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion regarding direction pertaining to future agenda items.

Motion:

Background:

Financial Impact Statement:

No Financial Impact

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

Presentation Speaker Names (spelling and titles for TV captions):