



CITY OF SURPRISE
Planning and Zoning Commission
16000 N. Civic Center Plaza
Surprise, AZ 85374
Thursday, June 20, 2024 @ 6:00 PM
COUNCIL CHAMBERS

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. 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.

CONSENT AGENDA:

- | | | | |
|----|----------|--|--|
| 1. | Internal | Consideration and action to approve or disapprove the June 6, 2024, Planning and Zoning Commission Regular Meeting Minutes | Michelle Espie
Community
Development |
|----|----------|--|--|

REGULAR AGENDA ITEM - PUBLIC HEARING:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|---|---|
| 2. | Citywide | Presentation and discussion regarding Bike Lanes and Citywide Network | Stephen Chang
Community
Development |
| 3. | Internal | Presentation and Discussion regarding Open Space Analysis | Lloyd Abrams
Community
Development |
| 4. | Internal | Presentation and Discussion regarding PAD's and PUD Overlay | Lloyd Abrams
Community
Development |

- G. Other Business and Future Agenda Items

- H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("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. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (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).

I. Adjournment

KRISTI PASSARELLI, CITY CLERK

POSTED: Thursday, June 13, 2024 @ 3:00 PM

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

Council Meeting Date: June 20, 2024

Contact Person: Michelle Espie, Administrative Specialist

Submitting Department: Community Development District: Internal

Staff Recommendations:

Consent: Yes

Regular: No

Public Hearing: No

Report/Discussion: No

Agenda Wording:

Consideration and action to approve or disapprove the June 6, 2024, Planning and Zoning Commission Regular Meeting Minutes

Motion:

I move to approve the June 6, 2024, Planning and Zoning Commission Regular Meeting Minutes

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. 06-06-2024 MINS
-

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

June 6, 2024 / 6:00 PM

**COUNCIL CHAMBERS
16000 North Civic Center Plaza
Surprise, AZ 85374**

CALL TO ORDER.

Chair Holland 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 June 6, 2024.

A. ROLL CALL

In attendance were, Chair Holland, Commissioner Dennis Bash, Commissioner Mitchell Rosenbaum, Commissioner Matthew Keating, Commissioner Dennis Smith, Vice Chair Ken Chapman and Commissioner Jay Leonard.

STAFF PRESENT:

Jeffrey Murray, Deputy City Attorney; Lloyd Abrams, Director of Community Development; Tanner Wessel, Current Planner; Chris Sexton, Current Planner; Trevor Fleetham, Current Planner; Patricia Rademacher, Administrative Specialist, and Alyssa Carpenter, Planning and Zoning Secretary.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

- Open space and PUD overlay presentations previously requested will be presented at the June 20, 2024 meeting.
- Several legislative bills signed by the Governor will affect current Code and will be addressed at future meetings.

D. STAFF REPORT

- None.

CALL TO THE PUBLIC:

Chair Holland opened the call to the public to discuss any items not listed on the agenda. Hearing no requests, Chair Holland closed the call to the public.

CONSENT AGENDA:

Item 1 – Internal – Consideration and action to approve or disapprove the May 16, 2024, Planning and Zoning Commission Regular Meeting Minutes.

Commissioner Smith made a motion to approve the May 16, 2024, Planning and Zoning Commission Regular Meeting Minutes. Commissioner Rosenbaum seconded the motion. Motion passed with 7 votes in favor.

REGULAR AGENDA ITEM –PUBLIC HEARING:

Item 2 – District 3 – Consideration and action pertaining to a Conditional Use Permit with Site Plan for a self-storage facility within the Truman Ranch Marketplace Planned Area Development (PAD), a property generally located at the southwest corner of Cotton Lane and Waddell Road. Case FS22- 1506.

Trever Fleetham, Current Planner, presented item 2 to the Commission.

Chair Holland opened the public hearing.

- Steve Truman, Surprise, AZ – Letter was emailed and presented to the commission.
- Richard Lipps, Surprise, AZ - Letter was emailed and presented to the commission.

Hearing no further requests, Chair Holland closed the public hearing.

The Commission discussed the following:

- Height correction of buildings on site plan from 35ft to 28ft to come into compliance.
- Location of storage unit on plat
- Fencing/screening around perimeter to be block walls except for gate.
- Commercial and residential development happening concurrently.

Commissioner Bash made a motion to approve the Truman Ranch Marketplace Self-Storage Conditional Use Permit with Site Plan, Case FS22-1506, subject to stipulations 'a' through 'e', with amendment to stipulation b of the landscape plan provided by applicant dated June 6, 2024. Commissioner Leonard seconded the motion. Motion passed with 7 votes in favor.

Item 3 – District 1 – Consideration and action pertaining to a Zone Change from Residential Low Density (R-1) to Community Commercial (C-2) generally located east on 163rd Avenue between Planada Lane and Grand Avenue. FS24-0119.

Chris Sexton, Current Planner, presented item 3 to the Commission.

Jeff Blilie, representative for the applicant, presented additional information to the Commission.

Chair Holland opened the public hearing.

Hearing no further requests, Chair Holland closed the public hearing.

The Commission discussed the following:

- Good explanation and benefit to the community

- Ingress/egress at northwest corner of the property
- Total house count

Commissioner Rosenbaum made a motion to approve the Sunrise Nursery 5-Acre Site Case #FS24-0119, subject to stipulations 'a' through 'c'. Vice Chair Chapman seconded the motion. Motion passed with 7 votes in favor.

Item 4 – District 1 – Consideration and action pertaining to a Zone Change from Rural Residential (RR) to Residential High Density (R-3) generally located east of 163rd Avenue and south of Planada Lane. FS23-0138.

Chris Sexton, Current Planner, presented item 4 to the Commission.

Jeff Blilie, representative for the applicant, presented additional information to the Commission.

Chair Holland opened the public hearing.

Hearing no further requests, Chair Holland closed the public hearing.

The Commission discussed the following:

- Time frame
- Annexation of plat

Commissioner Keating made a motion to approve the Sunrise Nursery Multi-Family Residential, Case #FS23-0138, subject to stipulations 'a' through 'b'. Commissioner Bash seconded the motion. Motion passed with 7 votes in favor.

Item 5 – Citywide– Consideration and action pertaining to a Zoning Text Amendment (ZTA) to the Surprise Land Development Ordinance (LDO) to revise sign standards and procedures within Chapters 106 & 109 to provide clarification, remove conflicts, and revise standards for better implementation. Case FS24-0629.

Tanner Wessel, Current Planner, presented item 4 to the Commission.

Chair Holland opened the public hearing.

Hearing no further requests, Chair Holland closed the public hearing.

The Commission discussed the following:

- None

Commissioner Keating made a motion to approve the Zoning Text Amendment Sign Code Clean Up, Case #FS24-0629. Commissioner Smith seconded the motion. Motion passed with 7 votes in favor.

REGULAR AGENDA ITEM – NON-PUBLIC HEARING:

- None.

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- Landscaping standards

ADJOURNMENT:

Hearing no further business, Chair Holland called for a motion to adjourn. Commissioner Rosenbaum made a motion to adjourn; Vice Chair Chapman seconded the motion. All voted in favor.

Meeting adjourned at 6:49 pm

Jared Holland
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: _____
Alyssa Carpenter, Planning and Zoning Secretary

DATE: _____



CITY OF SURPRISE
Planning and Zoning Commission

Council Meeting Date: June 20, 2024 Contact Person: Stephen Chang
Submitting Department: Community Development District: Citywide
Staff Recommendations: None

Consent: No Regular: No Public Hearing: No Report/Discussion: Yes

Agenda Wording:

Presentation and discussion regarding Bike Lanes and Citywide Network

Motion:

No motion, non-action item, discussion only

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. Bike Lanes - PowerPoint
-



Bike Lanes in the Right-of-Way

Planning & Zoning Commission
June 20, 2024

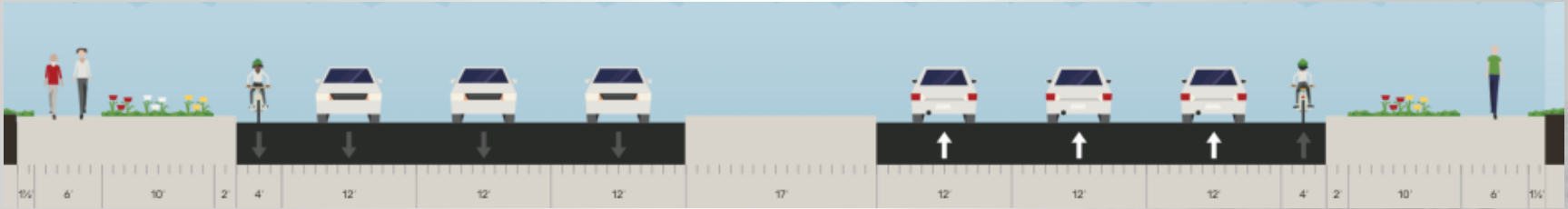
Bike Lane Requirements

1. Surprise Engineering Development Standards Details
2. Required on all Arterials and Collector roadways
3. Provided for safe bicycle travel for commuters to work and school, and for recreation and healthy lifestyles



Major Arterial

EDS Detail 3-02B



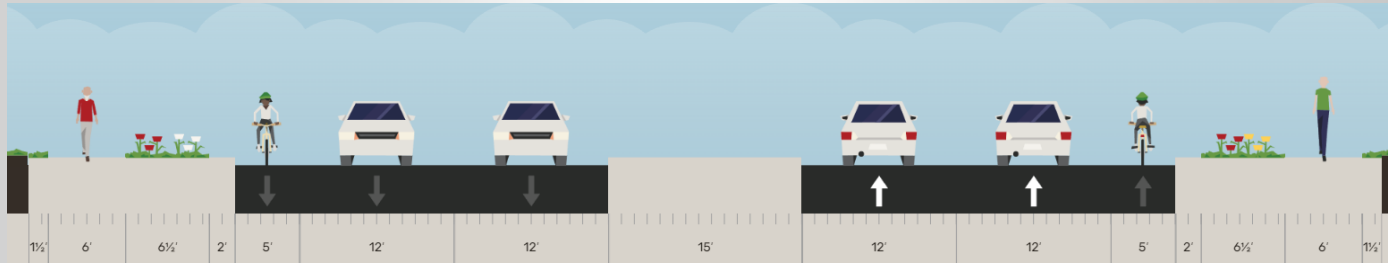
Minor Arterial

EDS Detail 3-03



High Volume Collector

EDS Detail 3-04

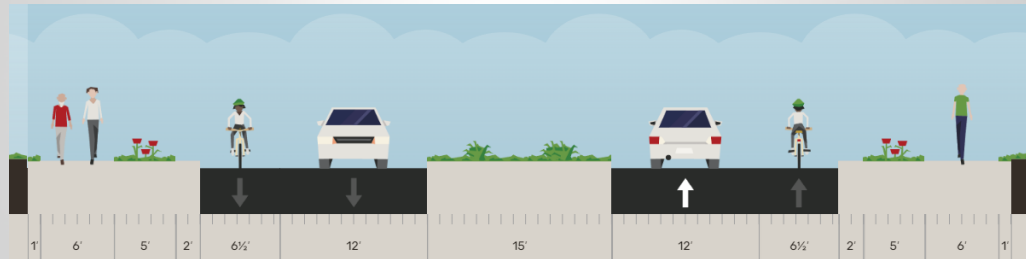


Northwest Ranch Pkwy at Rimrock Street



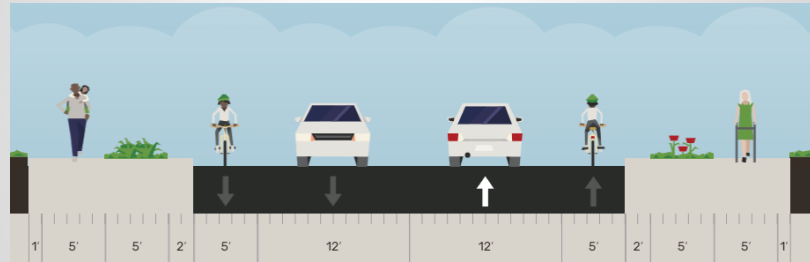
Residential Collector

EDS Detail 3-05



Commercial Collector

EDS Detail 3-06



Soledad Street at 137th Ave

Future Bicycle Planning

1. Transportation Master Plan
2. Active Transportation Master Plan
 - a. Identify gaps and proposes future facilities
3. EDS Update





SURPRISE
ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You



CITY OF SURPRISE
Planning and Zoning Commission

Council Meeting Date: June 20, 2024

Contact Person: Lloyd Abrams, Director -
Community Development

Submitting Department: Community Development District: Internal

Staff Recommendations: None

Consent: No

Regular: No

Public Hearing: No

Report/Discussion: Yes

Agenda Wording:

Presentation and Discussion regarding Open Space Analysis

Motion:

No motion, non-action item, discussion only

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. Open Space Analysis Presentation
-



SURPRISE
ARIZONA

Open Space Discussion

Planning and Zoning Commission

Tiffany Copp, Assistant Director

Trever Fleetham, Sr. Planner

June 20, 2024

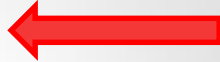
WHAT IS “OPEN SPACE”?

Land not intensively developed for residential, commercial, industrial or institutional uses.

Generally functional for active or passive recreation and not dominated by narrow landscape tracts along streets.

Promotes circulation, connectivity, walkability and serves to install amenities within a development and community.

OPEN SPACE EVALUATION

- General Plan
- Land Development Ordinance 
- Applicability:
 - Single Family/ Subdivisions
 - Multifamily
 - Mixed Use
 - Commercial
- PEDS (Planning and Engineering Design Standards)

OPEN SPACE REQUIREMENTS

LDO Section 104-1.10 - Residential, mixed used, and commercial are required to provide a percentage of the gross acreage as open space.

R1 example:

Table 106-2c—Residential Low Density (R-1) Zoning District						
Lot Categories	A ³	B	C	D	E	F
General Plan compatibility	Suburban	Suburban	Suburban	Suburban and rural	Rural	Rural
Lot area (sf)	4,950— 7,999	8,000— 11,999	12,000— 17,999	18,000— 27,999	28,000— 43,559	≥43,560
Open space (% of gross area of residential development) ³	20%	20%	20%	15%	15%	10%
Notes: 1. <i>Garage</i> face and embellishments shall be <i>setback</i> a minimum of 20 feet measured from any opposing property line; except rear <i>alley</i> loaded <i>garages</i>, which shall be <i>setback</i> six feet from edge of <i>alley</i> line. 2. The city requires <i>open space</i> on a development/subdivision basis rather than on a <i>lot-by-lot</i> basis. Subdivisions with more than one lot category will provide the higher percentage of open space. 3. Residential projects shall contain no more than 50 percent of lots less than 48 feet wide as calculated across whole subdivisions or preliminary plat and will include mitigating designs outline in Chapter 108 of this ordinance.						

OPEN SPACE HIERARCHY

LDO Section 104-1.10 asks staff to contemplate:

- Protection of environmentally sensitive features and resource on or adjacent to the property
- Connectivity to regional networks: trail easements, maximize benefit to residents and wildlife
- Connect to trails and networks within adjacent developments
- Central to the most possible residents in a community
- Density transfers/ Residential density being requested- can offset higher density with generous/creative open space

OPEN SPACE TYPES

“Active” examples:

- Tot lots, basketball, pickleball, cornhole, sports courts
- Club house, gyms
- Pools, splash pads
- Walking paths with exercise equipment, BBQ's and pergolas
- Dog Parks

OPEN SPACE TYPES

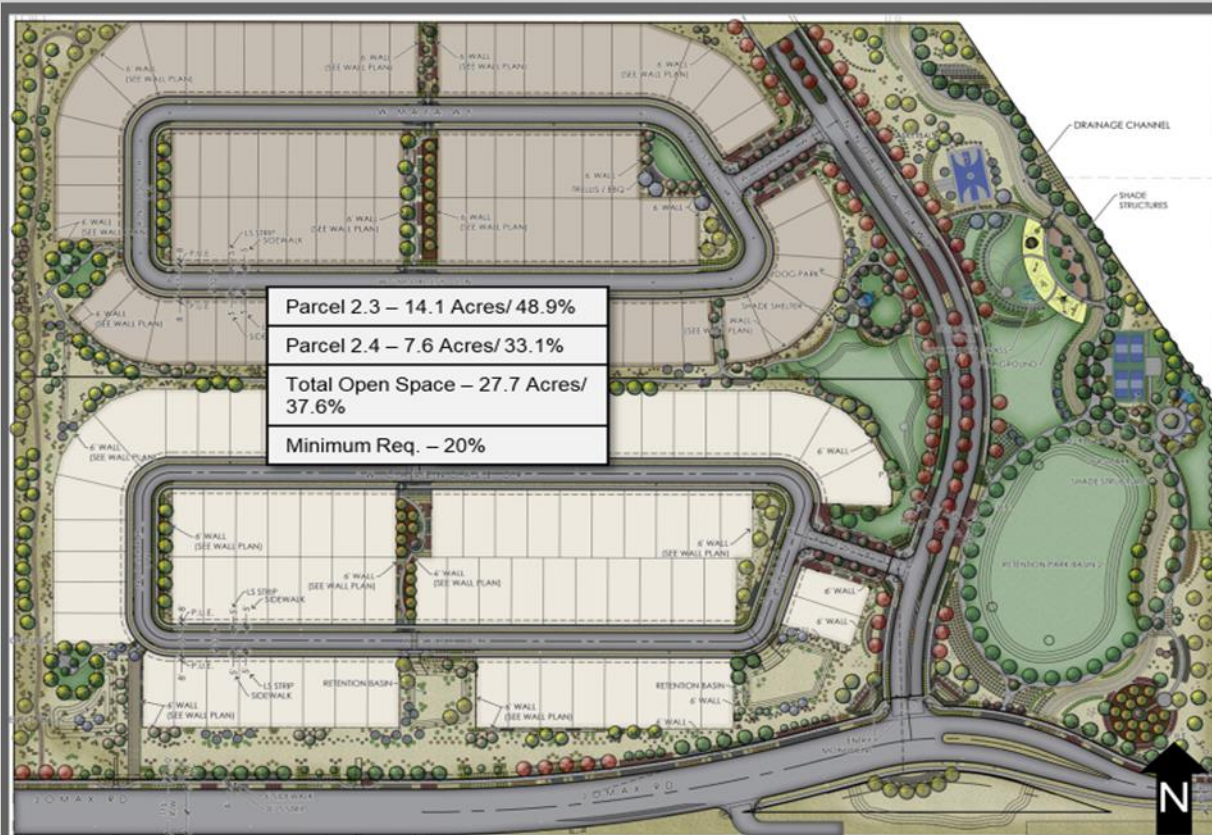
“Passive” examples:

- Walking Trails
- Washes
- Drainage features

“Natural”:

- Areas of land largely undisturbed, retained in a natural state with minimal impact, but allowing public to use/traverse

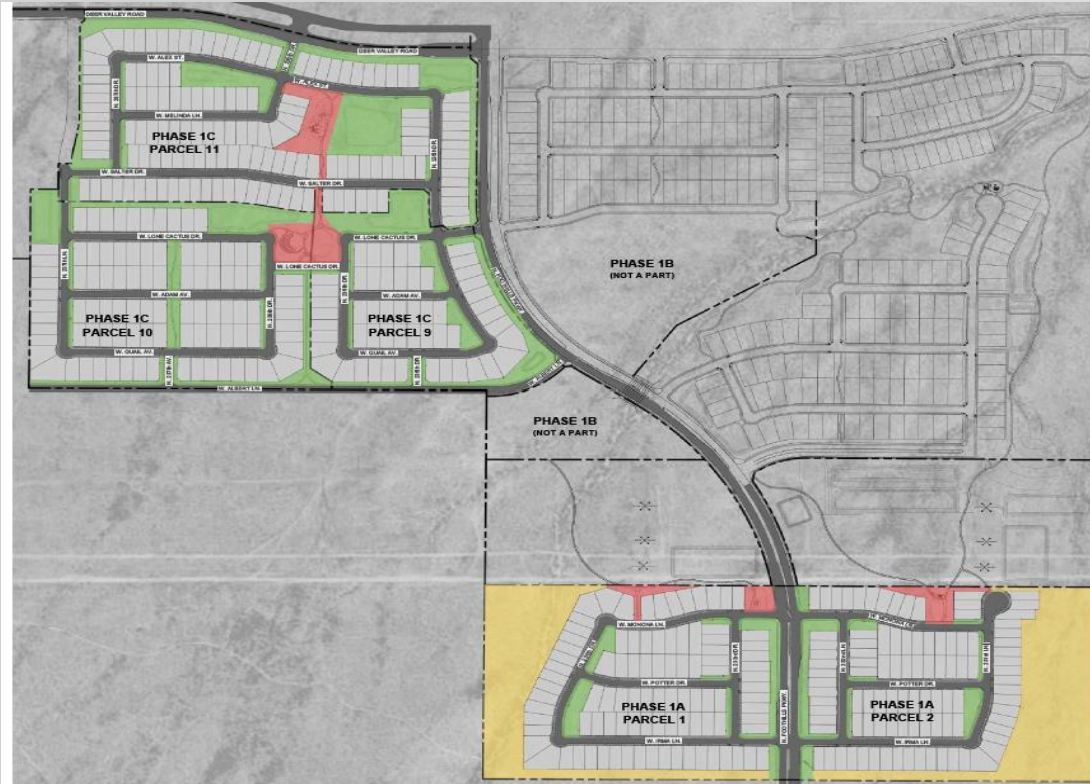
SUBDIVISION EXAMPLE (NOBELLA)



Tract	Area (ac)	Usage	Type
Parcel 2.3	A	Drainage, Drainage Channel	Natural
	B	Drainage	Natural
	C	Developed Open Space	Active
	D	Drainage, Developed Open Space	Active
	E	Recreational Open Space	Active
	F	Drainage, Developed Open Space	Passive
	G	Drainage, Developed Open Space	Active
	H	Drainage, Recreational Open Space	Active
Parcel 2.4	A	Drainage, Drainage Channel	Natural
	B	Developed Open Space	Active
	C	Developed Open Space	Active
	D	Developed Open Space	Active
	E	Drainage, Developed Open Space	Passive
	F	Drainage	Natural
Category	Total Open Space Area (ac)	% of Open Space	% of Overall Plat Area
Active	11.24	51.89%	19.49%
Passive	2.66	12.28%	4.61%
Natural	7.76	35.83%	13.45%

LANDSCAPE & OPEN SPACE

SUBDIV. EXAMPLE (SURPRISE FOOTHILLS)



LEGEND

	PHASE 1A	PHASE 1C
 ACTIVE OPEN SPACE	1.45 ACRES (7.4%)	2.9 ACRES (17.8%)
 PASSIVE OPEN SPACE	4.30 ACRES (21.6 %)	13.431 ACRES (82.2%)
 NATURAL OPEN SPACE	14.105 ACRES (71.0%)	N/A
TOTAL OPEN SPACE	19.855 ACRES	16.331 ACRES

NOTE: NATURAL AREAS SHOWN ARE APPROXIMATE AND SUBJECT TO CHANGE

NOTE: REFERENCE THE PRELIMINARY
PLAT PREPARED BY THE CIVIL
ENGINEER FOR OPEN SPACE AREAS.

SUMMARY

- Ensuring and protecting open space within the community is a priority/ key component of the General Plan, LDO & PEDS
- Projects are analyzed independently based upon their unique characteristics, constraints, previous entitlements, etc., to ensure adequate open space is identified specific to each project
- Developers have flexibility to vary amenities within a development, provided they meet the minimum open space requirements
- Varying amenities create architectural and community interest, promote community wellness, and provide opportunities for physical activity and social connection.



SURPRISE
ARIZONA

QUESTIONS OR COMMENTS?

Thank You



CITY OF SURPRISE
Planning and Zoning Commission

Council Meeting Date: June 20, 2024

Contact Person: Lloyd Abrams, Director -
Community Development

Submitting Department: Community Development District: Internal

Staff Recommendations: None

Consent: No

Regular: No

Public Hearing: No

Report/Discussion: Yes

Agenda Wording:

Presentation and Discussion regarding PAD's and PUD Overlay

Motion:

No motion, non-action item, discussion only

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. PADs & PUD Overlay Presentation
-



SURPRISE
ARIZONA

PAD and PUD Discussion

Planning and Zoning Commission

Tiffany Copp, Assistant Director

Trever Fleetham, Sr. Planner

June 20, 2024

PLANNED AREA DEVELOPMENTS (PAD)

A stand-alone document historically used by the City to create specific zoning regulations and development standards for a project or geographic area.

- Eliminated with adoption of the SUDC in 2009 and not permitted under the current LDO, though several remain in existence: <https://www.surpriseaz.gov/238/Planned-Area-Developments-PAD>
- Requests to amend are processed as rezoning applications (Section 101-1.2(D)) and require rezoning to a zoning district consistent with the LDO

LDO ZONING STANDARDS

Within the LDO, Section 106 identifies each zoning category and its accompanying development standards in matrix format:

Table 106-2c—Residential Low Density (R-1) Zoning District						
Lot Categories	A ³	B	C	D	E	F
General Plan compatibility	Suburban	Suburban	Suburban	Suburban and rural	Rural	Rural
Lot area (sf)	4,950—7,999	8,000—11,999	12,000—17,999	18,000—27,999	28,000—43,559	≥43,560
Min. lot width (sf)	45	60	80	90	100	130
Min. front setback ¹ (ft)	12	12	15	20	20	30
Max. front setback (ft)	25	25	30	35		
Min. rear setback ² (ft)	15	20	20	25	30	30
Min. side setback ¹ (ft)	5 & 8	5 & 10	10	10 & 15	20	20
Min. street side setback ¹ (ft)	15	15	15	15	20	20
Max. bldg. height (ft)	35	35	35	35	35	35
Max. lot coverage		45%	40%	30%	30%	25%
Open space (% of gross area of residential development) ³	20%	20%	20%	15%	15%	10%
Notes:						
1. <i>Garage</i> face and embellishments shall be <i>setback</i> a minimum of 20 feet measured from any opposing property line; except rear <i>alley</i> loaded <i>garages</i> , which shall be <i>setback</i> six feet from edge of <i>alley</i> line.						
2. The city requires <i>open space</i> on a development/subdivision basis rather than on a <i>lot-by-lot</i> basis. Subdivisions with more than one lot category will provide the higher percentage of open space.						
3. Residential projects shall contain no more than 50 percent of lots less than 48 feet wide as calculated across whole subdivisions or preliminary plat and will include mitigating designs outline in Chapter 108 of this ordinance.						

PLANNED UNIT DEVELOPMENT (PUD)

An overlay zoning district within the LDO (Section 106-9.1) which facilitates development by permitting **flexibility** to accommodate creative and imaginative designs that may not be possible under conventional regulations.

Allows **deviations** to accommodate site constraints and unique circumstances such as topography or environmentally sensitive lands.

PLANNED UNIT DEVELOPMENT (PUD)

Within a request for deviation, the applicant must:

- Demonstrate the constraints associated with site causing the request
- Identify how the design meets the objectives of a PUD overlay zoning district
- Be reviewed against the ten deviation analysis criteria in Section 106-9.1(C)
- PUD's are permitted in all character areas of the General Plan except:
 - Surprise Heritage District (SHD)
 - Traditional Neighborhood Development (TND)
 - Individual dwellings

PLANNED UNIT DEVELOPMENT (PUD)

LDO Section 106-9.1(D) & (E) further require:

- All *uses* comply with the underlying zoning district
- Alternate standards must be appropriate to the location/context for the site and should assist in fulfilling the goals, objectives, and policies in the General Plan.
- Approval of the standards is based on the site plan provided as part of the PUD
- All PUD districts shall otherwise adhere to the regulations established in the LDO
 - Any standards that do not adhere shall be identified at the time of PUD zoning approval

LOOKING AHEAD

Current Market Trends:

- Emphasis on varied attainable/affordable housing products
 - Driving smaller lots and dwelling sizes, reduced setbacks
 - Increased multifamily
- May see increased use of PUD to address ongoing market changes
- Continued coordination with City and the development community likely to result in future LDO amendments to address changing market needs (Examples: Lot sizes, dwelling sizes, setback requirements, etc.)



SURPRISE
ARIZONA

QUESTIONS OR COMMENTS?

Thank You



PUD GUIDING OBJECTIVES 1-5

1. Development enriches the whole community through creating a unique sense of place for the residents within the PUD overlay zoning district as well as those in surrounding neighborhoods.
2. Provide for a variety of coordinated and compatible land uses through innovative site planning.
3. Create a higher standard of development than would be accomplished through the development of individual parcels through conventional zoning regulations.
4. Planned and integrated comprehensive transportation systems for pedestrian and vehicular traffic as outlined in this ordinance, which may include provisions for mass transportation and roadways, bicycle or equestrian paths, pedestrian walkways and other similar transportation facilities to meet the site conditions.
5. Preserve existing *environmentally sensitive lands* that exceeds the minimum open space area required in the ordinance and provide for and well-designed open space *amenities*.

PUD GUIDING OBJECTIVES 6-10

6. Fulfills the goals, objectives, and policies of the General Plan as well as specific plans for city areas that may include, but are not limited to cultural, educational, medical, and/or recreational facilities.
7. Provide for a variety of housing types, employment opportunities, and commercial services to achieve a balanced community for families of a wide variety of ages, sizes, and levels of income.
8. Site structures to take maximum advantage of the natural and man-made environment, provide view corridors, and minimize adverse environmental impact on surrounding areas during the development stages.
9. Avoid premature or inappropriate development that would result in incompatible uses or would create traffic and public service demands that exceed the capacity of existing or planned facilities.
10. All standards set forth in an approved PUD document shall carry the full force of law