

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

March 20, 2025 / 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 March 20, 2025.

A. ROLL CALL

In attendance were, Commissioner Kevin Perry, Commissioner Anthony Spata, Commissioner Jay Leonard, Chair Jared Holland, Commissioner Matthew Keating, and Commissioner Dennis Bash. Vice Chair Ken Chapman had an excused absence.

STAFF PRESENT:

Jeffrey Murray, Chief Deputy City Attorney; Lloyd Abrams, Director of Community Development; Leslie Carnie, Planner II; Trevor Fleetham, Planning Manager; Christina Sexton, Planner, Sr.; Tanner Wessel, Planner II; Renee Puig-Hink, Administrative Specialist, Sr.

COUNCIL MEMBERS PRESENT:

- None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

- None

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.

- David Calderon, Surprise, AZ – Discussed parking and safety in Prasada.

Chair Holland closed the call to the public.

CONSENT AGENDA:

Item 1 – Consideration and action to approve or disapprove the March 6, 2025, Planning and Zoning Commission Regular Meeting Minutes.

Commissioner Leonard made a motion to approve the March 6, 2025, Planning and Zoning Commission Regular Meeting Minutes as presented. Commissioner Keating seconded the motion. Motion passed with 6 votes in favor.

Item 2 – Nomination and selection of a Planning and Zoning Commissioner to be the Commission's representative on the Transportation Master Plan Stakeholder Focus Group.

Commissioner Bash made a motion to nominate Commissioner Perry to represent the Planning and Zoning Commission on the Transportation Master Plan Stakeholder Focus Group. Commissioner Leonard seconded the motion. Motion passed with 6 votes in favor.

REGULAR AGENDA ITEM – PUBLIC HEARING:

Item 3 – Consideration and action pertaining to a rezone of approximately 7.9 acres from Business Park (BP) to Light Industrial (I-1) on a site generally located south of the southwest corner of Litchfield Road and Cactus Road. Case FS24-1195.

Leslie Carnie, Planner II, presented item 3 to the Commission.

Chair Holland opened the public hearing.

- None

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

The Commission discussed the following:

- None

Commissioner Keating made a motion to recommend approval of the Dominion Rezone, case FS24-1195, to the City Council subject to stipulations 'a' and 'b' as outlined in the staff report. Commissioner Leonard seconded the motion. Motion passed with 6 votes in favor.

Item 4 – Consideration and action pertaining to a proposed Conditional Use Permit with Site Plan for a freeway monument sign located on APN 501-09-843, a property generally located east of Loop 303 and south of Cactus Road within the State Route 303 Corridor as defined in Section 109-1.9.C.8. of the Land Development Ordinance. Case FS25-0042.

Christina Sexton, Planner, Sr., presented item 4 to the Commission.

Chair Holland opened the public hearing.

- None

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

The Commission discussed the following:

- None

Commissioner Perry made a motion to approve the CUP with Site Plan for Home Depot Freeway Monument Sign, Case FS25-0042, subject to stipulations 'a' through 'e' as outlined in the staff report. Commissioner Leonard seconded the motion. Motion passed with 6 votes in favor.

Item 5 – Consideration and action regarding a Conditional Use Permit (CUP) with Site Plan for a drive-through facility within a multi-tenant building to be constructed as a part of a larger commercial center, zoned Sycamore Farms Planned Area Development (PAD), located at the southwest corner of Cactus Road and Sarival Avenue. Case# FS24-0170.

Christina Sexton, Planner, Sr., presented item 5 to the Commission.

Chair Holland opened the public hearing.

- None

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

The Commission discussed the following:

- None

Commissioner Perry made a motion to approve the Conditional Use Permit with Site Plan for a drive-through facility known as Fry's 661 Lot 2 Shops A, Case# FS24-0170, subject to stipulations 'a' through 'e' as outlined in the staff report. Commissioner Leonard seconded the motion. Motion passed with 6 votes in favor.

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- None

ADJOURNMENT:

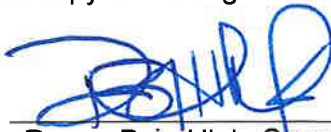
Hearing no further business, Chair Holland called for a motion to adjourn. Commissioner Keating made a motion to adjourn. Commissioner Bash seconded the motion. All voted in favor.

Meeting adjourned at 6:19 pm.

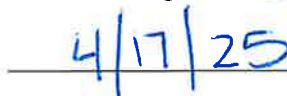

Jared Holland
Planning and Zoning Commission Chair

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:


Renee Puig-Hink, Secretary

DATE:


4/17/25