

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

June 5, 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 June 5, 2025.

A. ROLL CALL

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

STAFF PRESENT:

Jeffrey Murray, City Attorney; Lloyd Abrams, Director of Community Development; Mindy Davis, Assistant Director; Carl Montgomery, Chief Building Official; Keith Tanner, Fire Marshall, Steven Faraclos, Fire Inspector; Christina Sexton, Planner, Sr.; Leslie Carnie, Planner II; Renee Puig-Hink, Administrative Specialist, Sr.; Michelle Espie, Administrative Specialist.

COUNCIL MEMBERS PRESENT:

- None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

- None

D. STAFF REPORT

- June 26, 2025 and July 3, 2025 Planning and Zoning meetings may be cancelled due to not having agenda items.

CALL TO THE PUBLIC:

Chair Holland opened the call to the public to discuss any items not listed on the agenda.

- Shari Kissling, Surprise, AZ – Expressed opposition to the Circle K Project on 163rd Avenue and Jomax Road.

Chair Holland closed the call to the public.

CONSENT AGENDA:

Item 1 – Consideration and action to approve or disapprove the May 15, 2025, Planning and Zoning Commission Regular Meeting Minutes.

Commissioner Keating made a motion to approve the May 15, 2025, Planning and Zoning Commission Regular Meeting Minutes as presented. Commissioner Spata seconded the motion. Motion passed with 6 votes in favor.

REGULAR AGENDA ITEM – PUBLIC HEARING:

Item 2 – Consideration and action pertaining to a Rezone of approximately 2.39 gross acres from Rural Residential (RR) to Community Commercial (C-2), for a site generally located on the northeast corner of 163rd Avenue and Jomax Road. Case #FS24-0762.

Leslie Carnie, Planner II, presented item 2 to the Commission.

Brennan Ray of Ray Law Firm, representative for the applicant, presented additional information 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:

- Location at two arterial roads
- Staff safety during graveyard shifts
- Security
- Light mitigation
- Developer obligation for street improvements
- Site circulation to accommodate trucks hauling trailers
- Existing commercial zoning adjacent to the project location

Commissioner Keating made a motion recommend approval of the Circle K 163rd Avenue and Jomax Road rezone, case FS24-0762, to the City Council subject to stipulations 'a' and 'b' as outlined in the staff report. Commissioner Bash seconded the motion. Motion passed with 6 votes in favor.

Item 3 – Consideration and action regarding a Conditional Use Permit (CUP) with Site Plan for Panda Express with a drive-through facility on a site generally located north of the northwest corner of Litchfield and Waddell Roads. Case #FS24-1192.

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:

- Circulation

- Traffic Congestion
- ADA path in drive isle
- Dine-In option would be a better fit for location

Commissioner Keating made a motion to approve the Panda Express CUP with Site Plan, case #FS24-1192, subject to stipulations 'a' through 'e' as memorialized in the staff report. Commissioner Bash seconded the motion. Motion passed with 6 votes in favor.

REGULAR AGENDA ITEM – NON-PUBLIC HEARING:

Item 4 – Presentation and discussion pertaining to the Surprise Center Development Company update on the City Center Master Plan.

Scott Philips of Carefree Partners Investments, presented item 4 to the Commission.

The Commission discussed the following:

- Attract jobs in the \$150,000-\$300,000 range
- Special attraction that would put Surprise on the Map

Item 5 – Presentation and Discussion of the 2024 International Building and Fire Codes Adoption Process.

Mindy Davis, Community Development Assistant Director, presented item 5 to the Commission.

The Commission discussed the following:

- None

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 Spata seconded the motion. All voted in favor.

Meeting adjourned at 7:10 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:

7-17-25