CITY OF SURPRISE
PLANNING AND ZONING COMMISSION

MEETING MINUTES

July 17, 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 July 17, 2025.

A. ROLL CALL
In attendance were, Commissioner Kevin Perry, Commissioner Anthony Spata, Commissioner Jay Leonard, Chair Jared Holland, Vice Chair Ken Chapman, Commissioner Matthew Keating, and Commissioner Dennis Bash.

STAFF PRESENT:
Jeffrey Murray, City Attorney; Lloyd Abrams, Director of Community Development; Tiffany Copp, Assistant Director; 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.

- None

Chair Holland closed the call to the public.

REGULAR AGENDA ITEM – NON-PUBLIC HEARING:

Item 1 – Nomination and selection of the Planning and Zoning Commission Chair.

Chair Holland made a motion to nominate Vice Chair Chapman for the position of Chair for the Planning and Zoning Commission. Commissioner Leonard seconded the motion. Motion passed with 7 votes in favor.

Item 2 – Nomination and selection of the Planning and Zoning Vice Chair.

Commissioner Leonard made a motion to nominate Commissioner Spata for the position of Vice Chair for the Planning and Zoning Commission. Commissioner Keating seconded the motion. Motion passed with 7 votes in favor.

CONSENT AGENDA:

Item 3 – Consideration and action to approve or disapprove the June 5, 2025, Planning and Zoning Commission Regular Meeting Minutes.

Commissioner Bash made a motion to approve the June 5, 2025, Planning and Zoning Commission Regular Meeting Minutes as presented. Commissioner Keating seconded the motion. Motion passed with 6 votes in favor. Commissioner Leonard abstained from the vote.

REGULAR AGENDA ITEM – PUBLIC HEARING:

Item 4 – Consideration and action pertaining to a proposed Zoning Text Amendment (ZTA) to update the Surprise Municipal Code in conformance with recent legislative updates regarding adaptive reuse. Case #FS25-0477.

Tiffany Copp, Assistant Director, presented item 4 to the Commission.

Chair Chapman opened the public hearing.

- None

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

The Commission discussed the following:

- None

Commissioner Holland moved to a recommended approval of Zoning Text Amendment to conform with Legislative Updates, Case #FS25-0477. Commissioner Perry seconded the motion. Motion passed with 7 votes in favor.

Item 5 – Consideration and action pertaining to a Comprehensive Sign Program for the Tricolor Auto AZ project, generally located at the northwest corner of Summit Way and Cactus Road. Case #FS24-1219.

Tanner Wessel, Planner II, presented item 5 to the Commission.

Chair Chapman opened the public hearing.

- None

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

The Commission discussed the following:

- Blade sign installation location

Commissioner Keating moved to recommend approval of the Tricolor Auto AZ Comprehensive Sign Program, Case #FS24-1219, subject to stipulations 'a' and 'b' as outlined in the staff report. Commissioner Bash seconded the motion. Motion passed with 7 votes in favor.

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- Review city rules and ordinances pertaining to data centers.

ADJOURNMENT:

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

Meeting adjourned at 6:20 pm.

Ken Chapman
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: 8-7-25