



CITY OF SURPRISE
Planning and Zoning Commission
16000 N. Civic Center Plaza
Surprise, AZ 85374
 Thursday, April 23, 2026 @ 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:

CONSENT AGENDA:

- | | | | |
|----|----------|--|---|
| 1. | Internal | Consideration and action to approve or disapprove the April 2, 2026, Planning and Zoning Commission Regular Meeting Minutes. | Trevor Fleetham
Community
Development |
|----|----------|--|---|

REGULAR AGENDA ITEM - PUBLIC HEARING:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|---|
| 2. | Citywide | Presentation and discussion pertaining to a Zoning Text Amendment (ZTA) to the Surprise Land Development Ordinances (LDO) to establish a new residential zoning district, Desert Rural (DR). Case FS25-0039. | Trevor Fleetham
Community
Development |
|----|----------|--|---|

- G. Call To The Public

INSTRUCTIONS: In order to address the City Council, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the City Clerk before the meeting begins. You may also [fill out the Call to the Public form online](#) If submitting form electronically, please submit to City Clerk at least one hour before the meeting start time.

Note: A.R.S. 38-431.01(H)- During this time members of the public may address City Council only on issues within the jurisdiction of the City Council which are not an item on the agenda. At the conclusion of the open call, City Council 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.

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 City Council. There will be no separate discussion on these items unless a Councilmember requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

Please be aware that Council Members may not discuss or respond to matters raised during call to the public that are not specifically identified on the agenda. Council Members may however, in their discretion, discuss or respond to relevant matters raised during a noticed public hearing or agenda item.

- H. Other Business and Future Agenda Items
- I. 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).

J. Adjournment

KRISTI PASSARELLI, CITY CLERK

POSTED: Friday, April 17th, 2026 @ 8:30 AM

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



CITY OF SURPRISE
Planning and Zoning Commission

Council Meeting Date: April 23, 2026

Contact Person: Trever Fleetham, PLANNER
SENIOR

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 April 2, 2026, Planning and Zoning Commission Regular Meeting Minutes.

Motion:

I move to approve/disapprove the April 2, 2026, Planning and Zoning Commission Regular Meeting Minutes.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. 4-2-2026 MINS
-

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

April 2, 2026 / 6:00 PM

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

CALL TO ORDER.

Chair 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 April 2, 2026.

A. ROLL CALL

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

STAFF PRESENT:

Bianca Cortez, Assistant City Attorney; Jacinda Stephens, Assistant City Attorney; Lloyd Abrams, Assistant City Manager and Director of Community Development; Tiffany Copp, Assistant Director of Community Development; Trever Fleetham, Interim Assistant Director of Community Development; Chris Sexton, Senior Planner; Sara Camarillo, Administrative Specialist, Sr. and Renee Puig-Hink, Management Analyst, Sr.

COUNCIL MEMBERS PRESENT:

- None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

- None

D. STAFF REPORT

- None

CONSENT AGENDA:

Item 1 – Consideration and action to approve or disapprove the February 19, 2026, Planning and Zoning Commission Meeting Minutes.

Commissioner Bash made a motion to approve the February 19, 2026, Planning and Zoning Commission Regular Meeting Minutes. Commissioner Holland seconded the motion. Chair Chapman abstained. Motion passed with 4 votes in favor. Due to a technical error, the voting results that were displayed for Chair Chapman and Vice Chair Spata were switched. The minutes reflect the correct voting.

REGULAR AGENDA ITEM – PUBLIC HEARING:

Item 2 – Consideration and action pertaining to the Conditional Use Permit (CUP) with Site Plan for a minor automobile service center, generally located west of Bullard Avenue and south of Cactus Road within the Rancho Gabriela Planned Area Development (PAD). Case FS25-0825.

Chris Sexton, Senior Planner, presented item 2 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:

- Projected opening date
- Hours of operation and days open
- Number of employees
- Sound/noise

Commissioner Perry moved to approve the Conditional Use Permit with Site Plan for Grease Monkey – Surprise, Case FS25-0825, subject to stipulations ‘a’ through ‘e’ as outlined in the staff report. Commissioner Everett seconded the motion. Motion passed with 6 votes in favor. Due to a technical error, the voting results that were displayed for Chair Chapman and Vice Chair Spata were switched. The minutes reflect the correct voting.

REGULAR AGENDA ITEM – NON-PUBLIC HEARING:

- None

CALL TO THE PUBLIC:

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

- None

Chair Chapman closed the call to the public.

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- None

ADJOURNMENT:

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

Meeting adjourned at 6:10 pm.

 Ken Chapman
 Planning and Zoning Commission Vice 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: _____



CITY OF SURPRISE
Planning and Zoning Commission

Council Meeting Date: April 23, 2026

Contact Person: Trever Fleetham, PLANNER
SENIOR

Submitting Department: Community Development District: Citywide

Staff Recommendations:

Consent: No

Regular: Yes

Public Hearing: No

Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to a Zoning Text Amendment (ZTA) to the Surprise Land Development Ordinances (LDO) to establish a new residential zoning district, Desert Rural (DR). Case FS25-0039.

Motion:

No Action – presentation and discussion only.

Background:

Over the last few years, Staff has received significant feedback from the City's rural residents requesting the City to preserve the rural character of these communities. This feedback helped inform the Surprise 2040 General Plan, leading to the incorporation of the Rural Residential Overlay as a new land use character subarea in the General Plan. The Rural Residential Overlay identifies long-established rural residential neighborhoods within the City of Surprise and outlines a vision for what development in and around these areas should look like, most notably calling for reduced infrastructure requirements in these communities, transitions or buffers from higher intensity developments and uses that about these communities, as well as a new zoning district, Desert Rural (DR), to implement this vision.

The purpose of this text amendment, FS25-0039, is to implement the Surprise 2040 General Plan by establishing a new residential zoning district, DR, and making supporting revisions to the use standards, development standards, and design standards of the LDO, Municipal Code, and Planning and Engineering Design Standards (PEDS).

Objective Analysis:

The proposed Zoning Text Amendment will establish a new residential zoning district, remove conflicts with other sections of the LDO, Municipal Code, and PEDS, as well as increase clarity, consistency, and overall readability of the affected sections.

Policy Compliant:

The proposed Zoning Text Amendment is consistent with, and will help implement, the Surprise General Plan 2040.

Financial Impact:

The budget impact associated with the adoption of this ordinance will be the cost to convert the ordinance to MuniCode online for inclusion with the other Surprise Municipal Codes. The actual cost for conversion will be determined once the final document length is known.

Budget Impact:

There is no anticipated budget impact related to this item.

FTE Impact:

This item does not have an impact on current staffing levels.

ATTACHMENTS:

1. 01 - FS25-0039 Desert Rural Zoning Text Amendment -Narrative
 2. FS25-0039 Desert Rural ZTA- PZ Work Session 1 - 04.23.2026
-

Narrative

Desert Rural Zoning Text Amendment

FS25-0039 – February 10, 2026

PROJECT DESCRIPTION

This City initiated Zoning Text Amendment (ZTA) intends to revise sections of the Surprise Municipal Code and Land Development Ordinance (LDO) to establish a new residential zoning district, Desert Rural (DR), with supporting revisions to use standards, development standards, and design standards, in order to preserve the character of the City's long-established rural residential neighborhoods as envisioned in the Surprise 2040 General Plan.

In order to accomplish this, as well as eliminate any conflict between this zoning district and other sections of the LDO, Municipal Code, and Planning and Engineering Design Standards (PEDS) this text amendment proposes the following changes:

- Establish Zoning District and Permissible Uses
 - Amend Section 106-1.8. Compliance with other provisions of the LDO to add DR to the land use matrix and outline the permissible uses in this district. A summary of the uses permitted in DR are listed below:
 - Permissible Uses:
 - Residential
 - Assisted living home (10 or less residents); Dwelling, single-family; Group home; Manufactured homes; Model home complex
 - Commercial
 - Community garden; Park, recreation, and open space; Places of worship; Utility equipment infrastructure; Wireless tele-communication facilities;
 - Accessory
 - Accessory dwelling unit (ADU); Accessory uses and structure; Common area open space; Community facility; Community garden; Farm, residential; Farm stand; Home occupation; Outdoor storage and use area; Portable carports; Ranch; Sport courts; Swimming pool
 - Temporary
 - Construction trailers; Mobile vending; Portable storage containers; Seasonal sales (including farmer's markets); Special events
 - Permissible uses in DR are the same as RR except:
 - No standalone commercial uses are permitted.
 - Community facilities, Public Facilities, and Bed and Breakfast establishments require CUP approval.

- Establish Home Occupation Standards for DR Zoned Lots
 - Remove Section 106-10.23 Home occupations from Section 106, Article X. Use Specific Standards of the LDO and incorporate the following changes:
 - Create a new article, Section 106, Article XIII. Home Occupations.
 - Establish a classification system for home occupations. Class I and II shall apply to all zoning districts, while Class III shall apply to DR zoned districts only.
 - Add the following uses as permissible home occupations in DR (Class III), subject to the use specific standards and approval requirements as outlined in Section Sec. 106-13.3.E:
 - Animal clinics and vet offices.
 - Cottage food.
 - Ranch.
 - Residential farm.

- Establish Development Standards
 - Amend Section 106, Article II. Residential Zoning Districts of the LDO to add a section outlining the development standards for the DR zoning district. The proposed development standards for DR are consistent with the current development standards of RR.

	LDO	Proposed
	RR	DR
Min. lot area (sf)	43560 sq. ft.	43560 sq. ft.
Min. lot width	130 ft.	130 ft.
Min. front setback (ft)	30 ft.	30 ft.
Min. rear setback ¹ (ft)	30 ft.	30 ft.
Min. side setback ¹ (ft)	20 ft.	20 ft.
Min. street side setback ¹ (ft)	20 ft.	20 ft.
Max. bldg. height (ft)	40 ft.	40 ft.
Lot coverage	25%	25%
Open space (% of gross acres of residential dev.) ²	10%	10%
Notes:		
1. Garage face and embellishments shall be setback a minimum of twenty (20) feet measured from the opposing property line except rear, alley loaded garages, which shall be setback nine feet from edge of alley line.		
2. For subdivisions of 10 or more lots, open space in the form of tracts or trail easements shall be provided.		

- Establish Land Use Buffer Standards from DR Zoned Lots
 - Amend the applicable development standards tables of Article II. - Residential Zoning Districts, Article IV. - Traditional Neighborhood Development (TND) Zoning Districts, Article V. - Mixed Use Zoning Districts, Article VI. - Commercial Zoning Districts, Article VII. - Employment Zoning Districts, and Article VIII. - Civic Zoning Districts to establish a minimum required setback from abutting and adjacent DR zoned lots that range from 50-150 feet, depending on the proposed lot size and zoning district.

	LDO	Proposed
	RR	DR
Residential		
R-1	None	50'-100'
R-2	None	50'-100'
R-3	10',15',20'	150'; Accessory Structures 75'
TND		
Single-family	None	75'-150'
Multi-family	None	150'; Accessory Structures 75'
Commercial & MU	None	150'
Mixed Use		
MU-1	15'	150'
MU-2	15', 20'	150'
MU-3	10', 45'	150'
Commercial		
C-O	20'	150'
C-1	20'	150'
C-2	30'	150'
C-3	45'	150'
Employment		
BP	75'	150'
I-1	50'	150'
I-2	75'	150'
I-3	150'	150'
Open Space		
OS-1	50'	150'
OS-2	15'	150'

- Establish Design Standards that reflect the Rural Architecture and Character of DR
 - Accessory Structures and Uses
 - Remove Section 106-10.3. Accessory uses and structures from Section 106, Article X. Use Specific Standards of the LDO and incorporate the following changes:
 - Create a new article, Section 106, Article XII. Accessory uses and structures.
 - Remove the square footage cap on shade structures and accessory structures for rural residential (RR & DR).
 - Add language to clarify that accessory structures greater than two hundred (200) square feet are to be designed to complement the primary structure/ dwelling of the lot in which they are located, with the exception of accessory structures in rural residential neighborhoods zoned RR and DR which are exempt from these standards.
 - Amend Section 106-10.32. Portable storage containers and construction trailers of the LDO to allow portable storage containers for permanent use as an accessory structure. Portable storage containers greater than two hundred (200) square feet in size shall require a building permit.
 - Driveways & Parking
 - Amend Section 107-4.3. Single-family residential provisions of the LDO and incorporate the following changes:

livestock animal may be substituted for two (2) medium livestock animals, and vice versa.

- Add enclosure, animal waste, and other health safety guidelines for animal keeping, to be consistent with the standards for fowl that were adopted as a part of state statute (HB 2483).
- Corrections to scrivener's errors, grammatical errors, incorrect references, formatting errors and changes to improve clarity and consistency within these sections of code.

As this proposed ZTA is City initiated, if approved, a rezone program will be initiated to implement this new zoning district.

FS25-0039

Desert Rural ZTA

Zoning Text Amendment

Planning & Zoning Commission – Work session 1

April 23rd, 2026



SURPRISE
ARIZONA

Overview

Work session #1 (Today)

- Background
 - What is the purpose of this Zoning Text Amendment?
 - Why create a new zoning district?
 - Engagement with Community and City Departments
- Community feedback and proposed code changes
 - Permissible Uses
 - Development Standards
 - Land Use Buffers & Landscaping/Open Space

Work Session #2 (5/7/2026)

- Community feedback and proposed code changes (cont.)
 - Design Standards (Architecture & Character)
 - Animals
 - Transportation & Streets



What is the purpose of this Zoning Text Amendment?



- To recognize and preserve existing rural communities, with parcels one (1) acre or larger, which offer residents a desert/ranching lifestyle by:
 - Developing unique standards which support this way of life. Examples include:
 - Compatible land uses
 - Setbacks and buffers from more intensive uses
 - Architectural allowances that consider the rustic character of these rural areas
 - Animal allowances that reflect the type and quantity of animals that are present within these rural areas
 - Etc.



What changes are entailed with this Zoning Text Amendment?

- Establish a new zoning district, Desert Rural (DR).
- Amend the **Municipal Code** and **Land Development Ordinance (LDO)** as applicable to incorporate supporting revisions to use standards, development standards, and design standards.
- Supporting revisions to the **Engineering Design Standards (EDS)** manual (changes will be briefly discussed but are not a part of the revisions to be voted on).



SURPRISE

ARIZONA

Why create a new zoning district?

To implement the vision of the Rural Residential Overlay of the Surprise 2040 General Plan.



How have we ensured this Text Amendment reflects the vision of the Rural Residential Overlay of the Surprise 2040 General Plan?



Outreach Efforts

- From May 2024 – March 11, 2026, a total of **12 outreach meetings** have been held.
 - **6 meetings** held with the **219th Neighborhood** (May 2024 – August 2024)
 - **4 meetings** held with the **overall Rural Residential Community** (August 2024 – November 2024)
 - **2 meetings** held to **present the 1st and 2nd draft of the code changes** to the overall **Rural Residential Community and Public** (January 2025, March 2026)

Overall Meeting Attendance						
	Meeting 1	Meeting 2	Meeting 3	Meeting 4	Meeting 5	Meeting 6
Total (signed in)	30	44	22	12	71	
Total (est. in attendance)	50	-	25-28	20-25	104	



Feedback Topics

- Permissible Uses
- Development Standards
- Land Use Buffers
- Design Standards (Architecture & Character)
 - Accessory Structures
 - Driveways & Parking
 - Fencing
 - Landscaping
- Animals
- Transportation & Streets
 - Major & Minor Roadways



Permissible Uses



Permissible Uses

Community Feedback

- No stand-alone commercial uses. Allow certain commercial uses as a home occupation in DR with CUP approval renewed every 24 months.
- Allow:
 - **Small farm or plant nursery** accessory to home.
 - **Motor vehicle repair** accessory to home.
 - **Vet clinic and animal boarding** accessory to home.
 - **Horse/livestock boarding** accessory to home.
 - **Storage of vehicles, materials, and equipment** related to home-based business on site.
 - **Temporary RV Parking** for family or rent during rodeo season.

Permissible Uses

Proposed Changes

- *Land use matrix*
 - Permissible uses for DR are the same as RR except:
 - No standalone commercial uses are permitted.
 - Community facilities, Public Facilities, and Bed and Breakfast establishments now require CUP approval.
- *Home Occupation Section*
 - Establish a classification system for home occupations.
 - Class III Home Occupations shall apply to DR only and may allow the following home occupations, subject to applicable approvals:
 - Animal clinics and vet offices
 - Cottage food.
 - Ranch.
 - Residential farm.

Development Standards



SURPRISE
ARIZONA

Development Standards

Community Feedback

- Single family/rural density of 1 DU/ac, 1-2 story only.
- Similar/same development standards as Rural Residential.

Proposed Changes

- Create a new zoning district called Desert Rural (DR) with development standards that mirror RR standards.
- Single-family is permitted at a density of 1 DU/ac and height limit of 1-2 stories.

Development Standards	Proposed
	DR
Min. lot area (sf)	43560 sq. ft.
Min. lot width	130 ft.
Min. front setback (ft)	30 ft.
Min. rear setback ¹ (ft)	30 ft.
Min. side setback ¹ (ft)	20 ft.
Min. street side setback ¹ (ft)	20 ft.
Max. bldg. height (ft)	40 ft.
Lot coverage	25%
Open space (% of gross acres of residential dev.) ²	10%

Notes:

1. Garage face and embellishments shall be setback a minimum of twenty (20) feet measured from the opposing property line except rear, alley loaded garages, which shall be setback nine feet from edge of alley line.
2. For subdivisions of 10 or more lots, open space in the form of tracts or trail easements shall be provided.

Land Use Buffers



SURPRISE
ARIZONA

Land Use Buffers

Community Feedback

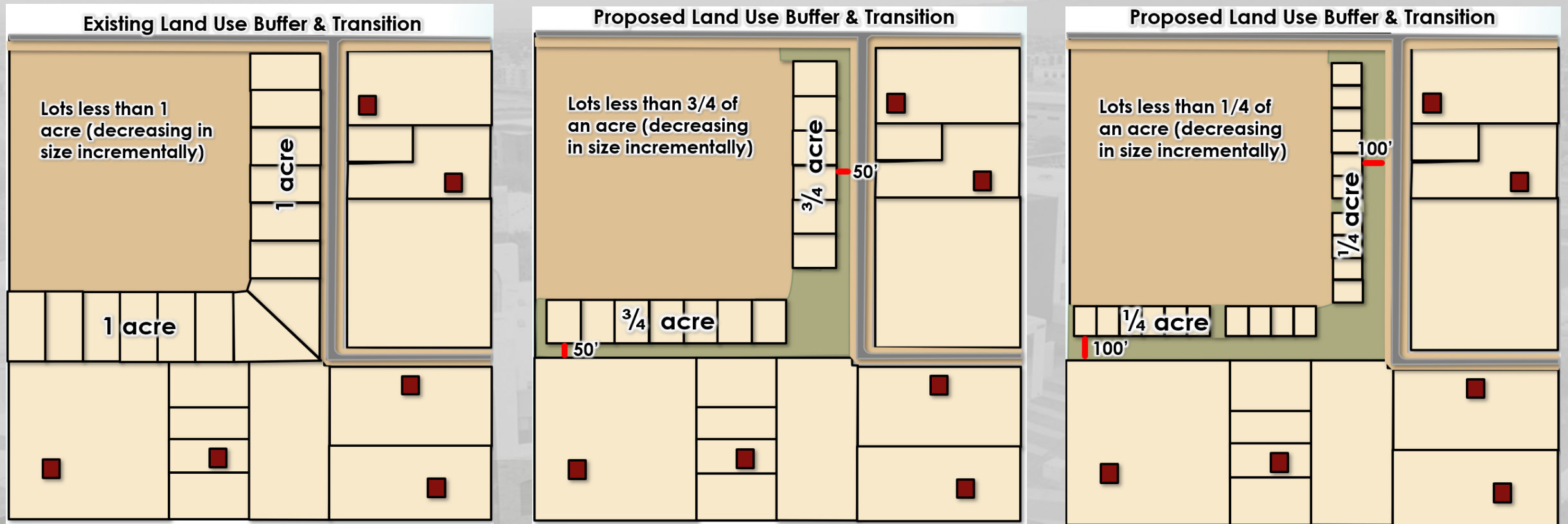
- 100-150ft minimum buffer between DR and new neighborhoods.
- Transition in density from DR with lower density abutting or adjacent to DR and higher density being located further away.
- Buffer shall consist of natural desert.

Proposed Changes

- Establish a required setback from abutting and adjacent DR zoned lots that ranges from 50-150 feet, depending the proposed lot size and zoning district.

	LDO	Proposed
	RR	DR
Residential		
R-1	None	50'-100'
R-2	None	50'-100'
R-3	10',15',20'	150'; Accessory Structures 75'
TND		
Single-family	None	75'-150'
Multi-family	None	150'; Accessory Structures 75'
Commercial & MU	None	150'
Mixed Use		
MU-1	15'	150'
MU-2	15', 20'	150'
MU-3	10', 45'	150'
Commercial		
C-O	20'	150'
C-1	20'	150'
C-2	30'	150'
C-3	45'	150'
Employment		
BP	75'	150'
I-1	50'	150'
I-2	75'	150'
I-3	150'	150'
Open Space		
OS-1	50'	150'
OS-2	15'	150'

Land Use Buffers



****Example of a Land Use Buffer and Transition in Density on 20 acres.**

Desert Rural Timeline

Compile Community Feedback and Research

April 2024 - May 2024

Neighborhood Outreach

219th Group

May 2024-August 2024

Overall Rural Residential Community

August 2024 - November 2024

1st Draft of Code Changes Presented

1/29/2025

2nd Draft of Code Changes Presented

3/11/2026

Work Sessions

Planning & Zoning – Work Session #1

← We are here

4/23/2026

City Council – Work Session #1

5/5/2026

Planning & Zoning – Work Session #2

5/7/2026

City Council – Work Session #2

5/19/2026

Public Hearings

Planning and Zoning Commission – Public Hearing

TBD

City Council – Public Hearing

TBD



SURPRISE

ARIZONA

Next Time



Work Session #2 : Thursday, May 7th, 2026

- Community feedback and proposed code changes (cont.)
 - Design Standards (Architecture & Character)
 - Accessory Structures
 - Fencing
 - Landscaping
 - Animals
 - Transportation & Streets

Questions or Comments?

THANK YOU

Contact – Jani.Wertin@surpriseaz.gov



SURPRISE
ARIZONA