

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

July 16, 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 July 16, 2026.

A. ROLL CALL

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

B. STAFF PRESENT:

Bianca Cortez, Assistant City Attorney; Lloyd Abrams, Assistant City Manager and Director of Community Development; Leslie Carnie, Planner II; Sara Camarillo, Administrative Specialist, Sr.

COUNCIL MEMBERS PRESENT:

- None

C. PLEDGE OF ALLEGIANCE

D. CURRENT EVENTS REPORT

- None

E. STAFF REPORT

- None

CONSENT AGENDA:

Item 1 - Consideration and action to approve or disapprove the July 2, 2026, Planning and Zoning Commission Meeting Minutes.

Commissioner Bash made a motion to approve the July 2, 2026, Planning and Zoning Commission Regular Meeting Minutes. Commissioner Perry seconded the motion. Motion passed with 4 votes in favor. Commissioner Jay Leonard abstained. Commissioner Lisa Everett had an excused absence. Commissioner Jared Holland was absent.

REGULAR AGENDA ITEM – PUBLIC HEARING:

Item 2 - Consideration and action regarding a Conditional Use Permit (CUP) with Site Plan for a Zaxby's restaurant with drive-through facility on a site generally located on the southeast corner of 163rd Avenue and Pinnacle Peak Road. Case #FS25-0733.

Leslie Carnie, Planner II, 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:

- Seating indoors

Ben Breunig, development team for Zaxby's, shared the availability of indoor seating as well as a double drive-through.

Commissioner Leonard moved to approve the Conditional Use Permit with Site Plan for a Zaxby's restaurant with drive-through facility, Case# FS25-0733, subject to stipulations 'a' through 'e' as outlined in the Staff Report. Commissioner Bash seconded the motion. Motion passed with 5 votes in favor. Commissioner Lisa Everett had an excused absence. Commissioner Jared Holland was absent.

CALL TO THE PUBLIC:

- None

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- None

ADJOURNMENT:

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

Meeting adjourned at 6:09 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:

Sara Camarillo, Secretary

DATE:
