

**CITY OF SURPRISE
PLANNING AND ZONING COMMISSION**

MEETING MINUTES

October 20, 2016 / 6:00 PM

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

CALL TO ORDER.

Chair Ken 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 Thursday, October 20, 2016.

A. ROLL CALL

In attendance were Chair Ken Chapman, Vice Chair Matthew Keating and Commissioners, Dennis Smith, Mitchell Rosenbaum, Dennis Bash and Eric Cultum.

STAFF PRESENT:

Community Development Director Eric Fitzer, Deputy City Attorney Donna Bronski, Planner Hobart Wingard, Planner Sergio Angulo and Planning and Zoning Commission Secretary Lorraine Nevarez.

COUNCIL MEMBERS PRESENT:

None.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

D. STAFF REPORT

Eric Fitzer, Director, advised the commission that City Council passed an ordinance allowing the Planning and Zoning Commission to take on other duties. Currently, there are two boards - Board of Construction Review and Board of Adjustment. These two boards do not meet frequently. The ordinance states that the Planning and Zoning Commission can meet as those boards if there is a case. When a case comes in more information will be provided.

Mr. Fitzer noted at the November 3rd Planning and Zoning meeting there will be an overview of the Public Meeting Laws, Surprise Unified Development Code and General Plan for our new commissioners.

CALL TO THE PUBLIC:

Chair Chapman opened the call to the public to discuss any items not listed on the agenda. Hearing no comments, Chair Chapman closed the call to the public.

CONSENT AGENDA:

No items.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Item 1 – Internal – Consideration and action pertaining to approval of the October 20, 2016 Planning and Zoning Commission minutes.

Commissioner Rosenbaum made a motion to approve the October 20, 2016 Planning and Zoning Commission minutes. Commissioner Cultum seconded the motion. The motion passes with 5 votes in favor, 1 abstention.

Item 2 – DISTRICT 2 – Consideration and action on Site Plan for an independent living facility at the Parkview Place Senior Village portion of the Park Place Planned Area Development (PAD), generally located south of the intersection of North Reems Road and West Mountain View Blvd.

Hobart Wingard, planner, presented item 2 to the Commission.

The Commission discussed item 2:

- Height of the building
- Luke AFB Comments

Commissioner Smith made a motion to approve the Site Plan for Park at Surprise Independent Living Facility at the Parkview Place Senior Village, subject to stipulations “a” through “c” as listed in the staff report. Commissioner Cultum seconded the motion. The motion passes with 6 votes in favor.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING:

Item 3 – DISTRICT 5 – Consideration and Action on the Conditional Use Permit for a 667 sq. ft. Salad and Go Drive through/walkup restaurant in Surprise Village a West Point Towne Center, located north of Bell Road and East of Litchfield Road.

Sergio Angulo, planner, presented item 3 to the Commission.

The Commission discussed item 3:

- Stacking of vehicles

- Circulation of traffic
- Pedestrian safety
- Parking spaces

Chair Chapman opened the call to the public.

Hearing no comments, Chair Chapman closed the call to the public.

Commissioner Cultum made a motion to approve the Conditional Use Permit for 667 sq. ft. Salad and Go drive through/walkup restaurant in Surprise Village at West Point Towne Center. Vice Chair Keating seconded the motion. The motion passes with 6 votes in favor.

OTHER BUSINESS:

Item 4 – INTERNAL - Discussion pertaining to future agenda items.

None.

ADJOURNMENT:

Hearing no further business, Chair Chapman adjourned the Planning and Zoning Commission meeting at 6:32 p.m.

Eric Fitzer
Community Development Director

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: _____
Lorraine Nevarez, Commission Secretary

DATE: _____