

CITY OF SURPRISE

PLANNING AND ZONING COMMISSION 12425 West Bell Road, Suite D-100 Surprise, Arizona 85374

February 3, 2009

REGULAR MEETING MINUTES

CALL TO ORDER

Vice Chair Steve Somers called the Planning and Zoning Commission Meeting to order at 6 p.m. at the Surprise City Hall, 12425 West Bell Road, Suite D100, Surprise, Arizona 85374, on Tuesday, February 3, 2009.

ROLL CALL

In attendance with Vice Chair Somers were Commissioners Matthew Bieniek, Ken Chapman, and Robert Rein. Commissioner Fred Watts arrived at 6:04 p.m. (Chair Jan Blair and Commissioner John Hallin were absent).

PLEDGE OF ALLEGIANCE

COMMUNITY DEVELOPMENT DEPARTMENT REPORT

Director Jeff Mihelich reported that the city has scheduled public outreach meetings for village planning. The first meeting is scheduled for Village 1 on Wednesday, February 4th at the Northwest Regional Library. The second meeting is scheduled for Wednesday, February 11th at Willow Canyon High School for Village 3 planning. Both meetings begin at 6 p.m.

The annual General Plan Major Amendment offsite public hearing is scheduled for Tuesday, April 28, 2009 at the Northwest Regional Library.

CONSENT AGENDA

All items listed with an asterisk (*) are considered to be routine by the Planning and Zoning Commission and were approved by one motion. There was no separate discussion of these items during this meeting.

Commissioner Chapman made a motion to approve the **Consent Agenda**. Commissioner Bieniek seconded the motion. The motion passed with a vote of 4 ayes. (Blair, Hallin, Watts absent).

- **Item 2*: Planning and Zoning Commission Minutes for January 6, 2009.**

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING

- **Item 3: TA08-320 – Consideration and Action – Temporary Use Permits**

Commissioner Chapman made a motion to **continue TA08-320, Temporary Use Permits**, to the April 7, 2009 Planning and Zoning Commission meeting. Commissioner Rein seconded the motion. The motion passed with a vote of 4 ayes. (Blair, Hallin, Watts absent).

DISCUSSION

- **Item 4: TA08-341 – Discussion Only – Surprise Unified Development Code**

Director Mihelich introduced the Surprise Unified Development Code (SUDC) and its importance in relation to the streamlining of the development review process and to the General Plan. Senior Planner Dennis Dorch presented the SUDC zoning chapters 1, 2, 3, 5 and 6 to the Commission.

Director Mihelich advised the commission that a stakeholders group has been formed to provide input and feedback. The group includes a land use attorney, an engineer, a representative from the home builders industry, and a representative for commercial development.

In response to Commissioner Rein, Senior Planner Dorch stated that the SUDC was originally written in 2004. Due to the increase in development, the project was put on hold. City staff is reviewing, revising, and updating this original draft version.

In response to Commissioner Rein, Director Mihelich explained that projects already in the development process, and that have already had a public hearing, would not be required to resubmit their project based on the new requirements; however, they would be allowed to if they choose.

In response to Commissioner Rein, Senior Planner Dorch stated that by state law we are unable to annex property that is not contiguous to city limits. Commissioner Rein stated that this section does not specifically address annexation.

There was discussion and comments regarding:

- Financial assurance requirement
- Developer warranty period
- Conservation – Suggestion to adopt phasing for LEED certifications and to create minimum standards for solar technology.

In response to Commissioner Bieniek, Director Mihelich stated that the city has two monetary incentives to encourage sustainability. Plan review and building permit fees will be waived on any project that includes new solar technology. In addition, any project that attains LEED certification will have those fees rebated.

In response to Commissioner Watts, Senior Planner Dorch indicated that there are several development documents referenced within the SUDC, including the Integrated Water Master Plan, Parks and Trails Master Plan and the Engineering Development Standards.

There was some discussion and comments regarding:

- Release of hazardous discharge
- Wetland boundaries
- Increasing the rear setback requirements for single-family residential
- Neighborhood center/open space requirements
- Flexibility with z-lots
- Four-sided architecture
- Recreational space
- Residential clusters

In response to Commissioner Chapman, Senior Planner Dorch stated that developers, regardless of the size of the project, are required to meet with the school district regarding a donations agreement, if they are developing in an area that has been identified as a possible school site. The city does not enforce the agreement between the two; however, the city does require the agreement.

Vice Chair Somers stated that he would suggest adding a visitability requirement in the model home complex section of chapter 6.

OPEN CALL TO PUBLIC

Vice Chair Somers called to the public to discuss any issues not noted on the agenda. Hearing no comments from the public, Vice Chair Somers closed the call to the public.

CURRENT EVENTS REPORT:

CONSIDERATION AND ACTION TO HOLD AN EXECUTIVE SESSION

Pursuant to A.R.S. § 38-431.03(A)(3), the Planning and Zoning Commission may go into executive session with the City Attorney for legal advice on any item listed on the agenda.

No request was made to call for an executive session.

ADJOURNMENT

Hearing no further business, Vice Chair Somers adjourned the regular Planning and Zoning Commission meeting at 7:04 p.m.

STAFF PRESENT:

Community Development Director Jeff Mihelich, City Attorney Jim Gruber, Senior Planner Dennis Dorch, and Planning and Zoning Commission Secretary Deb Perry.

COUNCIL MEMBERS PRESENT: None

Jeffrey J. Mihelich, Director
Community Development Department

Steve Somers, Vice Chair
Planning and Zoning Commission