

CITY OF SURPRISE

PLANNING AND ZONING COMMISSION 16000 North Civic Center Plaza Surprise, Arizona 85374

September 7, 2010

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, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on Tuesday, September 7, 2010.

ROLL CALL

In attendance with Vice Chair Somers were Commissioners, Ken Chapman, John Hallin, Robert Rein, and Dennis Smith. Chair Jan Blair and Commissioner Matthew Bieniek were absent.

PLEDGE OF ALLEGIANCE

CURRENT EVENTS REPORT

STAFF REPORT

Director Jeff Mihelich stated that staff is conducting a major review of the Surprise Unified Development Code (SUDC) over the next several months. These items will be brought forward to the commission when complete. The discussion this evening is an overview of the streamline process and how it is working thus far.

CALL TO THE 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.

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.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING

Vice Chair Somers moved Item 2 up on the agenda.

- **Item 2: Planning and Zoning Commission Minutes for August 3, 2010.**

Commissioner Chapman made a motion to approve the **Planning and Zoning Commission Minutes for August 3, 2010**. Commissioner Rein seconded the motion. The motion passed with a vote of 4 ayes, 1 abstain (Hallin) and 2 absent. (Blair, Bieniek).

Vice Chair Somers stated that he needed to change his vote to abstain due to his absence of the August 3, 2010 meeting. The motion passed with a vote of 3 ayes, 2 abstain (Hallin, Somers) and 2 absent. (Blair, Bieniek).

- **Item 1: FS10-122 – Consideration and Action – Seventh-Day Adventist Church**

Planner Bart Wingard presented the project to the Commission. Staff recommended approval of **FS10-122, a site plan for Seventh-Day Adventist Church**.

In response to Commissioner Rein, Planner Wingard stated that a neighborhood outreach meeting is not required for a site plan. The Transportation Division has reviewed ingress and egress from the site and has approved the project.

In response to Commissioner Chapman, Planner Wingard stated that street parking is not allowed in the area and the curbs will be painted red.

There were questions and discussions regarding:

- Parking on the site/overflow parking.
- Size of congregation/expected parking
- Add condition ‘i’ to state that the building pad site on southwest corner of the project shall be reserved for additional overflow parking if deemed necessary.”

Commissioner Hallin made a motion to continue **FS10-122, a site plan for Seventh-Day Adventist Church** to the October 5, 2010 meeting. Commissioner Rein seconded the motion. The motion passed with a vote of 4 ayes, 1 nay (Smith) and 2 absent. (Blair, Bieniek)

OTHER BUSINESS

- **Item 3: Surprise Unified Development Code– Discussion Only – Streamlined Development Review Process**

Planner Hobart Wingard presented an overview regarding the Streamlined Development Review Process.

In response to Vice Chair Somers, **Debbie White, Development Services Manager**, stated that there have been no problems with revisions of plans coming in after approval of the project. Each applicant is sent a letter advising them of the conditions on the project prior to their Planning and Zoning Commission and/or City Council meeting date.

ADJOURNMENT

Hearing no further business, Vice Chair Somers adjourned the regular Planning and Zoning Commission meeting at 6:39 p.m.

STAFF PRESENT:

Community and Economic Development Director Jeff Mihelich, Assistant City Attorney Jim Gruber, Assistant Community and Economic Development Director Chris Boyd, Development Services Manager Debbie White, Planner Hobart Wingard, Administrative Specialist Cathy Rudder and Planning and Zoning Commission Secretary Deb Perry.

COUNCIL MEMBERS PRESENT: None

Jeffrey J. Mihelich, Director
Community and Economic Development

Steve Somers, Vice Chair
Planning and Zoning Commission