

CITY OF SURPRISE

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

September 6, 2012

MEETING MINUTES

CALL TO ORDER

Chair Jan Blair 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 Thursday, September 6, 2012.

ROLL CALL

In attendance with Chair Blair were Vice Chair Steve Somers and Commissioners Matthew Bieniek, Ken Chapman, John Hallin, and Jerry Hoyler. Commissioner Dennis Smith was absent.

PLEDGE OF ALLEGIANCE

CURRENT EVENTS REPORT

STAFF REPORT

Assistant City Manager Jeff Mihelich stated that per the request of Commission, representatives from Luke Air Force Base will be attending the December meeting to give a presentation regarding noise contours and how they affect planning and development in the city.

CALL TO THE PUBLIC

Chair Blair opened the call to the public to discuss any issues not noted on the agenda. Hearing no comments, Chair Blair 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

- **Item 1: Planning and Zoning Commission Minutes for August 2, 2012.**

Commissioner Chapman made a motion to approve the **Planning and Zoning Commission Minutes for August 2, 2012**. Commissioner Bieniek seconded the

motion. The motion passed with a vote of 5 ayes, 1 abstain (Hallin) and 1 absent (Smith).

- **Item 2: FS12-192 – Consideration and action –Park Skyway**

Planner Vamshee Kovuru presented the project to the Commission. Staff recommended approval of **FS12-192, a site plan approval for Park Skyway industrial shell building at Skyway Business Park Phase II.**

Commissioner Hallin expressed concern regarding the number of trucks that will turn on to Cactus Road as this is primarily a residential street. ACM Mihelich stated that planned upgrades to Northern Parkway will give a very nice east-west connection to the Loop 101 and SR 303 freeways. Once complete fewer trucks would be expected on Cactus Road.

Vice Chair Somers made a motion to approve **FS12-192, a site plan approval for Park Skyway industrial shell building at Skyway Business Park Phase II** and adopt staff's findings; subject to conditions 'a' through 'd'. Commissioner Chapman seconded the motion. The motion passed with a vote of 6 ayes and 1 absent (Smith).

- **Item 3: FS12-225 – Consideration and action –Southwest Products**

Planner Vamshee Kovuru presented the project to the Commission. Staff recommended approval of **FS12-225, a site plan approval for Southwest Products industrial shell building at Skyway Business Park Phase II.**

Commissioner Hallin made a motion to approve **FS12-192, a site plan approval for Southwest Products industrial shell building at Skyway Business Park Phase II** and adopt staff's findings; subject to conditions 'a' and 'b'. Commissioner Hoyler seconded the motion. The motion passed with a vote of 6 ayes and 1 absent (Smith).

- **Item 4: FS11-312 – Discussion Only – General Plan Update**

Planner Adam Copeland presented the project update to the Commission.

Topics included:

- Process update
- Outreach efforts
- Survey
- Next Steps

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING

- **Item 5:– Consideration and action – Consolidated Annual Performance and Evaluation Report (CAPER) 2011-2012.**

Neighborhood Services Supervisor Christina Ramirez presented the CAPER to the Commission. Staff recommended approval of the **Consolidated Annual Performance and Evaluation Report (CAPER) 2011-2012.**

In response to Chair Blair, Supervisor Ramirez stated that there is a new application process every year for the social services projects.

In response to Commissioner Bieniek, Supervisor Ramirez stated that the NSP1 plan states a total of three homes would be purchased and replaced.

In response to Vice Chair Somers, supervisor Ramirez stated that the emergency assistance does have an income qualifier.

There was some discussion regarding:

- Spending allotment
- Program income
- Roll over of funds

Chair Blair opened the call to the public. Hearing no comments, Chair Blair closed the call to the public.

Vice Chair Somers made a motion to approve the **Consolidated Annual Performance and Evaluation Report 2011-2012** and adopt staff's findings. Commissioner Bieniek seconded the motion. The motion passed with a vote of 6 ayes and 1 absent (Smith).

OTHER BUSINESS

ADJOURNMENT

Hearing no further business, Chair Blair adjourned the Planning and Zoning Commission meeting at 6:41 p.m.

STAFF PRESENT:

Assistant City Manager Jeff Mihelich, Assistant City Attorney Jim Gruber, Planner Vamshee Kovuru, Planner Adam Copeland, Neighborhood Services Supervisor Christina Ramirez, Program Coordinator Alicia Rubio, and Planning and Zoning Commission Secretary Deb Perry.

COUNCIL MEMBERS PRESENT:

Jeffrey J. Mihelich
Assistant City Manager

Jan Blair, Chair
Planning and Zoning Commission