

CITY OF SURPRISE

PLANNING AND ZONING COMMISSION

16000 North Civic Center Plaza

Surprise, AZ 85374

September 5, 2013

MEETING MINUTES

CALL TO ORDER

Chair Jan Blair called the Planning and Zoning Commission Meeting to order at 6 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on Thursday, September 5, 2013.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

CURRENT EVENTS REPORT

STAFF REPORT

Assistant City Manager Jeff Mihelich stated that the first Tuesday in November is the general election and the General Plan will be on the referendum for ratification. Public input sessions are being scheduled and details will be at the next Commission meeting.

CALL TO THE PUBLIC

Chair Blair called 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 1, 2013.**

Commissioner Chapman made a motion to approve the **Planning and Zoning Commission Minutes for August 1, 2013**. Commissioner Smith seconded the motion. The motion passed with a vote of 4 ayes, 2 absent (Somers, Bieniek) and 1 vacancy.

- **Item 2: FS13-228 – Consideration and Action – Surprise Farms Parcel 12**

Planner Bart Wingard presented the project to the Commission. Staff recommended approval of **FS13-228, a preliminary plat for Surprise Farms Parcel 12**.

In response to Chair Blair, Planner Wingard stated that the tot lots are in the retention areas along the outside buffer area.

In response to Chair Blair, **Chris Jones, landscape architect**, stated that the vinyl fencing has a 20-year warranty. The location of fencing is protection and the applicant is expecting a longer life span. It looks like a wooden fence and is not transparent.

The Commission had some questions and discussion regarding:

- Shared benefit easement
- Parking in motor court easement area
- School bus stop locations/School site

Commissioner Smith made a motion to recommend approval to the Mayor and City Council **FS13-228, a preliminary plat for Surprise Farms Parcel 12** and to adopt staff's findings and condition 'a.' Commissioner Chapman seconded the motion. The motion passed with a vote of 4 ayes, 2 absent (Somers, Bieniek) and 1 vacancy.

REGULAR AGENDA ITEMS REQUIRING A PUBLIC HEARING

- **Item 3: FS13-301 – Consideration and Action – Tropical Smoothie**

Planner Nikki Arbeiter presented the project to the Commission. Staff recommended approval of **FS13-301, a conditional use permit for Tropical Smoothie**.

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

Commissioner Hoyler made a motion to approve **FS13-213, a conditional use permit for Tropical Smoothie** and to adopt staff's finding and conditions 'a' through 'c'. Commissioner Smith seconded the motion. The motion passed with a vote of 4 ayes, 2 absent (Somers, Bieniek) and 1 vacancy.

- **Item 4: FS13-301 – Consideration and Action – Consolidated Annual Performance Evaluation Report (CAPER) 2012-2013**

Neighborhood Services Supervisor Christina Ramirez presented the report to the Commission. Staff recommended approval of the **Consolidated Annual Performance Evaluation Report (CAPER) 2012-2013**.

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

Commissioner Chapman made a motion to approve **Consolidated Annual Performance Evaluation Report (CAPER) 2012-2013**. Commissioner Hoyler seconded the motion. The motion passed with a vote of 4 ayes, 2 absent (Somers, Bieniek) and 1 vacancy.

OTHER BUSINESS

- **Item 5: FS09-246 – Discussion Only – Surprise Unified Development Code**

Planner Bart Wingard presented Articles 4, 5, and 6 to the Commission.

Commissioner Smith stated that temporary buildings were missing from the text amendment and feels it should be included in both the zoning code and the building code.

The Commission had discussion regarding:

- Temporary buildings
- Concerns with Medical Marijuana Dispensaries in community commercial zoning. Commission would like it limited to light industrial areas.

ADJOURNMENT

Hearing no further business, Chair Blair adjourned the Planning and Zoning Commission meeting at 6:54 p.m.

STAFF PRESENT:

Assistant City Manager Jeff Mihelich, City Attorney Misty Leslie, Planner Hobart Wingard, Planner Nichole Arbeiter and Planning and Zoning Commission Secretary Deb Perry.

COUNCIL MEMBERS PRESENT: None

Jeff Mihelich
Assistant City Manager

Jan Blair, Chair
Planning and Zoning Commission