



Planning Board

Darrell Watts – Chairman
Rocky Clinton-Vice-Chairman
Michael Lunsford-Secretary
Larry Roberts-Member
Kevin Boortz-Member

City Engineer-Garver
City Planner-Courtney McNair
City Attorney-Harrington-Miller
Public Works Director-James Clark
Code Enforcement Officer-Brett Freeland
Building Inspector-Roger Duncan

Planning Board/ Board of Zoning Adjustments Minutes

Date: Tuesday, January 22, 2019

Time: 6:00 p.m. – Tontitown City Hall, 201 E. Henri de Tonti, Tontitown, AR 72770

1. Planning Board Meeting Call to Order

2. Roll Call

Michael Lunsford was the only one absent

3. Approval of Agenda

Kevin Boortz motioned to approve agenda Second by Larry Roberts Motion Passes

4. Approval of Minutes

- a. Approval of December 27, 2018 Public Hearing Minutes
- b. Approval of December 27, 2018 Planning Board/Board of Zoning Adjustments Minutes
Larry Roberts motioned to approve minutes Second by Kevin Boortz Motion Passes
Rocky Clinton abstained

5. Comments from Citizens- None

6. Old Business-None

7. New Business

- a. Pendergraft Fence Variance Request
Rocky Clinton motioned to approve the request with conditions Second by Larry Roberts
Motion Passes
- b. Napa Subdivision Final Plat- Tabled
The developer asked that this be tabled. A special meeting will be scheduled Jan. 29, 2019 @ 6:00 pm
Michael Lunsford attended the meeting.
- c. Correction and clarification to Chapter 90.400.4- CROSS-SECTIONS AND RIGHT-OF-WAY WIDTHS
Larry Roberts motioned to approve the adjustments of the old code Second by Rocky Clinton
Motion Passes Michael Lunsford abstained
Move to the next city council meeting
- d. **ADDED-Extension Request by MH Backhoe LSD. It will expire in February 2019 if the 6-month extension is not granted.**
Kevin Boortz motioned to approve the 6 month extension Second by Rocky Clinton Motion Passes

8. Review Items for Placement on City Council Agenda (if applicable)

- a. Pendergraft Fence Variance Request

- b. Correction and clarification to Chapter 90.400.4

9. Reoccurring Items and Items for Review

- a. Review of Approved Projects & Expirations
Reference the city's website for detailed report.
- b. Review Building Activity
Reference the city's website for detailed report.

10. Comments from Staff

- a. 2018 Year End Reports
- b. Discuss draft changes to ordinances regulating:
 - i. This Month: Tow Yards, Accessory Dwellings
Reference the city's audio for full discussion.
Lisa Parks presented her personal issues and thoughts about the dwellings section 150.005 "Procedures for Construction of Dwellings".
The planning board will look at this again.
 - ii. Next Month: Temporary Uses, Food Vendors
Reference the city's audio for full discussion.
 - iii. Discussion: Final LSD inspection fee
The developers are pushing the city employees unnecessarily for inspections they know are not ready. The planning board recommends charging the developers a fee. The staff is to get comparison fees with other cities and bring to the next planning meeting.
 - iv. Rocky and Kevin (as he took over Sue's spot when she left) are up for renewal in February, and officer elections are in February.
Rocky Clinton and Kevin Boortz have agreed to renew their term

Move to the next city council meeting

- c. Upcoming Meetings:
 - i. City Council is Tuesday, February 5, 2019.
 - ii. Committee of the Whole is Tuesday, February 19, 2019.
 - iii. February Planning Board Meeting is Tuesday, February 26, 2019.
 - iv. Staff has a training class March 25-26. March 26 is the date of the Planning Board Meeting. Can this be rescheduled to March 27?

11. Comments from Board Members- None

12. Meeting Adjourned- All in favor