



### Planning Board

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

City Engineer/Planning Consultant-Garver  
City Planner-Anthony Apple  
City Attorney-Harrington-Miller  
Public Works Director-James Clark  
Code Enforcement Officer-Mark Ramsay  
Building Inspector-Roger Duncan

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## ***Planning Board/ Board of Zoning Adjustments (BOZA) Minutes***

Date: Tuesday, December 29, 2020

Time: 6:00 p.m. – In Person at **Tontitown City Hall**, 201 E. Henri de Tonti, Tontitown, AR 72770 (**limited seating due to COVID-19**), and **Online Via Zoom and YouTube** (see last page of agenda for information on how to join)

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### **1. Planning Board Meeting Call to Order**

### **2. Roll Call**

Michael Lunsford was absent

### **3. Approval of Agenda**

Rocky Clinton motioned to approve the agenda      **Second by Kevin Boortz**      **Motion Passes**

### **4. Approval of Minutes**

a. Approval of November 24, 2020 Board of Zoning Adjustments and Planning Board Meeting Minutes.

Rocky Clinton motioned to approve the both minutes      **Second by Kevin Boortz**      **Motion Passes**

### **5. Comments from Citizens**

Mayor Paul Colvin proudly presented Darrell Watts with a plaque for his years of service to the City of Tontitown. Darrel has decided to step down for the Planning board, he will truly be missed.

Mayor Paul Colvin informed the Planning Board that the City Council is proposing to amend Section 153.122, this will allow all conditional use permit applications that are approved by the planning board be forwarded to the city council for final approval. Also, the city council is proposing to remove Multi-Family from Commercial Zoning Districts in the Tontitown City Code.

### **6. Old Business**

### **7. New Business**

## **PUBLIC HEARING**

a. **Hickory Meadows Planned Unit Development Rezoning & Subdivision**-Proposal to rezone property from R-3, Single Family Residential, to PUD, Planned Unit Development, no more than 8 units per acre, with a 296 lot single family residential subdivision on 80 acres located at 865 S. Klenc.

***The developer has requested two additional variances***

***1- No street trees on the south side of Wildcat Creek Blvd.***

***2- No street trees on the west side of Klenc Rd.***

b. **Changes to Chapter 153.122 in its Entirety** Proposal to amend in its entirety Section 153.122, Procedures for Authorizing of Chapter 153, Zoning Regulations of the Tontitown Municipal Code of the City of Tontitown.

This will allow all conditional use permit applications that are approved by the Planning Board be forwarded to the City Council for final approval.

- c. Changes to Chapter 153.083 C-1 and C-2, Commercial Zoning Districts Proposal to remove Multi-Family from Commercial Zoning Districts in the Tontitown City Code.

## BOARD OF ZONING ADJUSTMENTS

- a. Hickory Meadows Planned Unit Development Rezoning & Subdivision-Proposal to vary Section 153.212 of Tontitown City Code for property located at 865 S. Klenc, Hickory Meadows PUD.

*The developer has requested two variances*

*1 - No street trees on the south side of Wildcat Creek Blvd.*

*2 - No street trees on the west side of Klenc Rd.*

*Both variance requests are due to the proximity of existing power lines.*

*Kevin Boortz motioned to approve variance #1 Second by Larry Roberts Motion Passes*

*Larry Roberts motioned to approve variance #2 Second by Rocky Clinton Motion Passes*

*Adjournment.*

## PLANNING BOARD

- a. Hickory Meadows Planned Unit Development Rezoning & Subdivision-Proposal to rezone property from R-3, Single Family Residential, to PUD, Planned Unit Development, no more than 8 units per acre, with a 296 lot single family residential subdivision on 80 acres located at 865 S. Klenc.

*Five waivers requested will be voted first.*

*1- No sidewalk on the north side of Wildcat Creek Blvd..*

*The developer said there's only 11 ft. Row on the north side of Wildcat Creek Blvd.*

*Rocky Clinton motioned to approve waiver #1 Second by Kevin Boortz Motion Fails*

*2- Reducing the sidewalk width from 6 ft. to 5 ft. on the west side of Klenc Rd.*

*There is an existing ditch that will not be upgraded along the west side of Klenc Rd., this is the reason for request.*

*Kevin Boortz motioned to approve Waiver #2 Second by Larry Roberts Motion Passes*

*3 -Radius measurements on lots to be 75 ft. instead of 150 ft.*

*Larry Roberts motioned to approve waiver #3 Second by Rocky Clinton Motion Passes*

*4- Local streets interior to the subdivision to have a 45 ft. Row, 4 ft. wide sidewalks and 4 ft. wide green space on each side of the street.*

*Kevin Boortz motioned to approve waiver #4 Second by Rocky Clinton*

*Kevin Boortz voted NO*

*Larry Roberts voted NO*

*Darrel Watts voted NO*

*Rocky Clinton voted YES*

*Motion Fails*

**5- Green space on the south side of Wildcat Creek Blvd. be reduced to 4 ft. rather than the required 5 ft.**

**Maintaining separation from 7 power poles is the reason for the request.**

**Rocky Clinton motioned to approve waiver #5 Second by Kevin Boortz Motion Passes**

**Kevin Boortz motioned to approve the P.U.D. with listed conditions as presented  
Second by Larry Roberts Motion Passes**

- b. **Napa Subdivision Phase 3** Request for Final Plat approval for a 56-lot single-family residential subdivision on 18.06 acres zoned R-3, Single-Family Residential, located at the corner of Ardemagni Road and Liberty Avenue.

The developer Kevin Nally was present and updated the Planning Board that all outstanding checklists have been completed.

**Larry Roberts motioned to approve NAPA Phase 3 Final Plat Second by Rocky Clinton  
Motion Passes**

- c. **Taldo Loop Subdivision** Request for Preliminary Plat approval for a 41-lot single-family residential subdivision on 15.17 acres, zoned R-3, Single-Family Residential, located on Taldo Loop Road. **TO BE TABLED AT THE APPLICANT'S REQUEST**

- d. **Changes to Chapter 153.122 in its Entirety** Proposal to amend in its entirety Section 153.122, Procedures for Authorizing of Chapter 153, Zoning Regulations of the Tontitown Municipal Code of the City of Tontitown.

**This will allow all Conditional Use Permit applications be approved by both the Planning Board and the City Council.**

**Rocky Clinton motioned to approve and move to the next city council meeting  
Second by Larry Roberts Motion Passes**

- e. **Changes to Chapter 153.083 C-1 and C-2, Commercial Zoning Districts** Proposal to remove Multi-Family from Commercial Zoning Districts in the Tontitown City Code.

**Rocky Clinton motioned to approve the removal of Multi-Family from to C1 and C2 Commercial Zoning Districts and forward to the next city council meeting.**

**Second by Kevin Boortz Motion Passes**

#### **PLANNING BOARD ITEMS TO CITY COUNCIL**

- a. **Hickory Meadows Planned Unit Development Rezoning & Subdivision**-Proposal to rezone property from R-3, Single Family Residential, to PUD, Planned Unit Development, no more than 8 units per acre, with a 296 lot single family residential subdivision on 80 acres located at 865 S. Klenc.
- b. **Napa Subdivision Phase 3** Request for Final Plat approval for a 56-lot single-family residential subdivision on 18.06 acres zoned R-3, Single-Family Residential, located at the corner of Ardemagni Road and Liberty Avenue.

- c. **Changes to Chapter 153.122 in its Entirety** Proposal to amend in its entirety Section 153.122, Procedures for Authorizing of Chapter 153, Zoning Regulations of the Tontitown Municipal Code of the City of Tontitown.
- d. **Changes to Chapter 153.083 C-1 and C-2, Commercial Zoning Districts** Proposal to remove Multi-Family from Commercial Zoning Districts in the Tontitown City Code.

**8. Comments from Staff**

- a. Review Planning Board Schedule for 2021

**Rocky Clinton motioned to approve the 2021 Planning Board Schedule**

**Second by Kevin Boortz Motion Passes**

**Please contact ARDOT with any comments you may have regarding the widening of Highway 112.**

- b. Reports

**9. Comments from Board Members- None**

**10. Meeting Adjourned- Adjourned**



**Public Hearing and Planning Board Meeting  
December 29, 2020 -6:00 PM  
Virtual Meeting Participation Opportunities**

**Zoom Meeting:**

To participate *interactively* in the meeting, you may participate in the meeting via Zoom:

- **By PC, Mac, iOS (iPhone), or Android:**

Join Zoom Meeting:

**LINK:** <https://zoom.us/j/97593246691>

**Or go to the zoom website to join:** <https://www.zoom.us/join>

and enter the Meeting ID: 975 9324 6691

*The link above requires you to “register” to participate in the meeting. This consists of signing in with your name, address, etc., as you would at a public meeting. Registering to attend the meeting does not require you to create a zoom account to participate.*

*Please register prior to the meeting if possible.*

**Please use your full name (first and last names) as screen name.**

- **Join by phone only:**

+1 (312) 626-6799

When prompted for Meeting ID: 975 9324 6691 #

If you do not have a Participant Number: press #

- **To comment:**

Use “Raise hand” function when comment for an item is requested

For phone, raise hand to be recognized with \*9

Phone numbers used to dial in to meeting will be masked for privacy

All participants will be muted automatically when joining the meeting

**YouTube Live:**

If you wish to watch Online without interactively participating, you can stream the meeting online via YouTube, from our YouTube Channel:

- **By PC, Mac, iOS (iPhone), or Android:** Navigate to the “Tontitown City Hall” channel:  
<https://www.youtube.com/channel/UCIbUv481CeNFF2JNwoOsrNQ>

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**NEW TO ZOOM?** Watch tutorial videos at: <https://support.zoom.us/hc/en-us>

**For assistance during the meeting, or for assistance logging into the meeting, please contact Courtney McNair, Garver Urban Planner, at (479) 287-4610, or email at [cetmcnair@garverusa.com](mailto:cetmcnair@garverusa.com).**