



Planning Commission

Rocky Clinton - Chairman
Kevin Boortz – Vice Chairman
Michael Lunsford - Secretary
Josh Craine - Member
Tom Joseph - Member
Penny Baskin – Member

City Staff and Consultants

City Planner – Nathan Crouch
Public Works Director - James Clark
Building Inspector - Roger Duncan
City Engineer/Planning Consultant – Garver
City Attorney - Harrington – Miller

Planning Commission/ Board of Zoning Adjustments (BOZA) Minutes

Date: Tuesday, September 28th, 2021

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)

1. Planning Commission Meeting Call to Order

2. Roll Call

Tom Joseph was absent

3. Approval of Agenda

4. Approval of Minutes

- a. Approval of August 31st, 2021, Board of Zoning Adjustments and Planning Commission Meeting Minutes.

Michael Lunsford motioned to approve both the agenda and minutes

Second by Penny Baskin

Motion Passes Unanimously

5. Comments from Citizens- None

6. Old Business- None

7. New Business

PUBLIC HEARING

1. **Variance request:** A Variance request for a decrease in minimum setback requirements for the Mathias Warehouses Large Scale Development proposal located at 353 Agnes Dr.

The applicant is requesting the setbacks be reduced in order to build three warehouse buildings.

The applicants request the setbacks as follows:

Decrease the front setback from 100' to 50'

Decrease the rear setback from 75' to 60'

2. **Rezoning request:** A rezoning request to rezone property located at 761 W Henri de Tonti Blvd from C-2, General Commercial to L-I, Light Industrial to bring grandfathered use into compliance with city zoning code. **-Tabled by Planning Department**
3. **Conditional Use Permit request:** A Conditional Use Permit application to allow for residential use in a commercial zoning district located at 2771 W Henri de Tonti Blvd.

The applicant is requesting a Conditional Use Permit approval to allow a single-family residential use of property zoned C-2. SFR use is allowed on C-2 properties with CUP approval. If the CUP is approved the small 2-acre portion of the property that extends out to Fiori Street will be split off the parent parcel, and then into two 1-acre single family residential tracts.

Adjournment.

BOARD OF ZONING ADJUSTMENTS

1. **Variance request:** A Variance request for a decrease in minimum setback requirements for the Mathias Warehouses Large Scale Development proposal located at 353 Agnes Dr.

Reference YouTube for lengthy discussion.

Kevin Boortz motioned to approve the variance request setback at 50' to the front and match the back setback as 65' to stay in line with existing buildings and plant fast growing trees and with listed conditions.

Second by Josh Craine

Motion Passes Unanimously

Adjournment

PLANNING COMMISSION

1. **Final Subdivision Plat approval request:** Approval of Final Plat for South Pointe Subdivision phases IV and V.

Josh Craine motioned to approve with listed conditions

Second by Michael Lunsford

Motion Passes Unanimously

2. **Large Scale Development request:** Mathias Warehouses has submitted a Large-Scale Development request to construct an office/warehouse at 353 Agnes Dr. **-Tabled by Planning Department**

3. **Large Scale Development request:** Eco-Vista, LLC has submitted a Large-Scale Development request to construct a Waste Management container repair shop located at 1041 Arbor Acres Ave.

Michael Lunsford motioned to approve with listed conditions

Second by Penny Baskin

Motion Passes Unanimously

4. **Rezoning request:** A rezoning request to rezone property located at 761 W Henri de Tonti Blvd from C-2, General Commercial to L-I, Light Industrial to bring grandfathered use into compliance with city zoning code **-Tabled by Planning Department**

5. **Conditional Use Permit request:** A Conditional Use Permit application to allow for residential use in a commercial zoning district located at 2771 W Henri de Tonti Blvd.

Josh Craine motioned to Table this item

Second by Kevin Boortz

Motion Passes Unanimously

6. **Planning Commission By-Laws, discussion, and potential adoption**

Josh Craine motioned to approve The Planning Commission by Laws for the City of Tontitown
Second by Penny Baskin
Motion Passes Unanimously

PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL

1. **Rezoning request:** A rezoning request to rezone property located at 761 W Henri de Tonti Blvd from C-2, General Commercial to L-I, Light Industrial to bring grandfathered use up to city zoning code. **-Tabled by Planning Department**
2. **Conditional Use Permit:** A Conditional Use Permit application to allow for residential use in a commercial zoning district located at 2771 W Henri de Tonti Blvd.- **Tabled by Planning Department**

Comments from Staff

Reports

Building Activity Report is available on the city website.

Comments from Commission Members

Rocky Clinton requested that the **Approved-Projects-Expirations** report be brought back to the planning meetings.

Next workshop and training session is scheduled for October 14, 2021, at 6:00pm, Jeff Hawkins, Justin Eichmann will be present, and the city council is encouraged to attend. Please email all.

Rocky Clinton and Kevin Boortz requested that planning emails be sent to his personal email.

Josh Craine quoted Ronald Reagan "Governments first duty is to protect the people, not run their lives" Josh likes that quote, it means a lot and thinks we should all follow it.

Meeting Adjourned- All in Favor

Adjournment.



**Public Hearing and Planning Commission
Meeting September 28, 2021, 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://us06web.zoom.us/webinar/register/WN_2Xxsy8yRRHKxpAXutxZ7Yg

Or go to the zoom website to join: <https://www.zoom.us/join> and enter the Meeting ID: 839 7049 6992

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: 839 7049 6992#

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/UClbUv481CeNFF2JNwoOsrNQ>

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.