



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 – Maegan Thomas & Madelyn Parker
Public Works Director - James Clark
Building Inspector - Roger Duncan
City Engineer/Planning Consultant – Garver
City Attorney - Harrington – Miller

Public Hearing/ Board of Zoning Adjustments (BOZA)/ Planning Commission Minutes

Date: Monday, November 1st, 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**

Josh Craine was absent

3. **Approval of Agenda**

Penny Baskin motioned to approve both agenda and the September 28th, 2021 minutes

Second by Kevin Boortz

Motion Passes Unanimously

4. **Approval of Minutes**

a. Approval of September 28th, 2021, Board of Zoning Adjustments and Planning Commission Meeting Minutes.

5. **Comments from Citizens- None**

6. **Old Business- None**

7. **New Business**

PUBLIC HEARING

1. **Mathias Warehouses 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
*This Variance request is to decrease the side setbacks from 75' to 25'.
2. **Paramount Metals Rezoning request:** A rezoning request to rezone property located at 761 W Henri de Tonti Blvd from C-2, General Commercial to L-1, Light Industrial to bring grandfathered use into compliance with city zoning code prior to submitting their Large-Scale Development request.

Adjournment.

1. **Mathias Warehouses 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
*This Variance request is to decrease the side setbacks from 75' to 25'.

Conner Threat with Crafton Tull was available for questions
Courtney McNair with Garver was also present

Michael Lunsford motioned to approve the Mathis Warehouse Variance request
Second by Penny Baskin

Motion Passes Unanimously

Adjournment

PLANNING COMMISSION

1. **Mathias Warehouses Waiver request:** Mathias Warehouses is requesting a Waiver from the development regulations to allow the following for the Mathias Warehouses Preliminary LSD:
 - 80' driveway throat.
 - Width of the green space along Mathias Ave to be lowered from 5' to 3'.
 - The landscape buffer areas to be shortened to Mathias Ave and Fletcher Ave.
 - The southern driveway to be closer than 80' to an intersection.
 - Deviation from the design standards for large scale developments.

Each of the above Waiver request were voted one at a time.

Waiver #1- 80' driveway throat.
Kevin Boortz motioned to approve
Second by Tom Joseph
Motion Passes Unanimously

Waiver #2- Width of the green space along Mathias Ave to be lowered from 5' to 3'.
Kevin Boortz motioned to approve
Second by Michael Lunsford
Motion Passes Unanimously

Waiver #3- The landscape buffer areas to be shortened to Mathias Ave and Fletcher Ave.
Kevin Boortz motioned to approve
Second by Michael Lunsford
Motion Passes Unanimously

Waiver #4- The southern driveway to be closer than 80' to an intersection.
Kevin Boortz motioned to approve
Second by Penny Baskin
Motion Passes Unanimously

Waiver #5- Deviation from the design standards for large scale developments.

Amended Waiver is as stated "Rear of building west side and South and East of the building (Fletcher Road) to be the standards elevations of the current code".

Kevin Boortz motioned to approve

Second by Michael Lunsford

Kevin Boortz motioned to amend Waiver #5 to reflect as stated

Motion Passes Unanimously

Penny Baskin Motioned to approve Waiver #5 with amendments

Second by Michael Lunsford

Motion Passes Unanimously

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

Condition #10 is to be reviewed and approve by our engineer and SE corner grades correctly and placement of dumpster.

Kevin Boortz motioned to approve The LSD with Listed conditions

Second by Penny Baskin

Motion Passes Unanimously

3. **Paramount Metals Rezoning request:** A 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 prior to submitting their Large-Scale Development request.

Michael Lunsford motioned to approve rezoning request with listed conditions

Second by Penny Baskin

Motion Passes Unanimously

4. **Odette Fence Permit:** Mr. Odette is requesting Fence Permit approval of a five (5) ft tall (+/-) fence at 1575 S Pianalto Rd. Planning Commission approval is required when front yard fences are more than 36-inches tall.

Penny Baskin motioned to approve with listed conditions

Second by Michael Lunsford

Motion Passes Unanimously

5. **Hickory Meadows phase 3 Final Subdivision Plat request:** A request for Final Subdivision Plat approval for Hickory Meadows Subdivision, phase 3, consisting of 69 lots on 17.53 acres.

#2-

Kevin Boortz motioned to approve Hickory Meadows Phase 3 Final Plat

Second by Penny Baskin

Motion Passes Unanimously

Add comment #8- To pay all outstanding review fees prior to the filing of the plat.

#1 vote-

Tom Joseph motioned to amend the conditions as stated

Second by Penny Baskin

Motion Passes Unanimously

PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL

1. Paramount Metals Rezoning request

Comments from Staff

Reports- Reference the city website for detailed report

November 2nd, City Council Meeting at 6:00 pm

November 30th, Planning Commission Meeting at 6:00 pm

Comments from Commission Members

Michael Lunsford said Rocky did a good job.

Tom Joseph said the growth is good but found out that 612 bypass will be done in 4 years per the State Highway Commissioner Phillip Taldo. But engineers say the traffic relief on 412 will only be 10-15%, and that isn't very much. Tom feels that more talks are needed for the east and west corridor.

Rocky agrees with Tom and encourages to the Planning members to come before the City Council to discuss this further.

The Planning Commission has agreed to move the next Planning Commission Meeting to November 30th and the December meeting is ok.

Rocky Clinton said the girls did a good job.

Meeting Adjourned- Kevin Boortz motioned to adjourn Second by Penny Baskin All in Favor

Adjournment.



**Public Hearing and Planning Commission
Meeting November 1st, 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.