



Planning Commission

Rocky Clinton - Chairman
Kevin Boortz – Vice Chairman
Michael Lunsford - Secretary
Josh Craine - Member
Tom Joseph - Member
Vacant Position – 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: Tuesday, November 30th, 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**

All in attendance

3. **Approval of Agenda**

Kevin Boortz motioned to approve both the agenda and minutes

Second by Michael Lunsford

Motion Passes Unanimously

4. **Approval of Minutes**

a. **Approval of November 1st, 2021, Board of Zoning Adjustments and Planning Commission Meeting Minutes.**

Approved on #3

5. **Comments from Citizens- None**

6. **Old Business- None**

7. **New Business**

PUBLIC HEARING

1. **Highland Park Conditional Use Permit Request:** Highland Park Apartments is requesting a conditional use permit to allow for a 12'x10' monument sign within an R-MF-16 zoning district, located at 995 Pine Ave.

The request is to replace existing signage with larger, monument type signage. There are no records indicating that the original signage was permitted with the city. No changes or additions are requested to the existing apartment buildings. Monument signs are allowed by Conditional Use Permit in R-MF 16 zoning.

Adjournment.

BOARD OF ZONING ADJUSTMENTS

1. No agenda items

Adjournment

PLANNING COMMISSION

1. **Highland Park Conditional Use Permit Request:** Highland Park Apartments is requesting a conditional use permit to allow for a 12'x10' monument sign located at 995 Pine Ave.

Bob Dale with A-Max Sign Company was available for questions.

Michael Lunsford motioned to approve with listed conditions
Second by Kevin Boortz
Motion Passes Unanimously

Move to the next City Council Meeting

2. **Eco Vista- RNG Plant Large Scale Development Request:** The applicant has submitted a Large- Scale Development request to construct an RNG Plant building located at 2210 Waste Management Dr.

Kevin Boortz motioned to approve with listed conditions
Second by Michael Lunsford
Motion Passes Unanimously

3. **TriStar 18- Willow Trace Subdivision Preliminary Plat Request:** The applicant has submitted a preliminary plat request for a 66-lot subdivision on 20.03 acres located at 664 Kelly Ave. **-Tabled to December 2021 Meeting**
4. **Dairy Queen Large Scale Development Request:** The applicant has submitted a Large Scale Development request to construct a Dairy Queen located on the corner of East Henri de Tonti Blvd. & Agnes Dr. **-Tabled pending Final Plat approval**
5. **Palecero at Tontitown Large Scale Development Request:** The applicant has submitted a Large Scale Development request to construct an active lifestyle living community on 15 acres located on the East side of Klenc Rd. at Morsani Ave. **-Tabled to December 2021 Meeting**
6. **2022 Planning Commission Calendar:** Discussion and approval of the 2022 Planning Commission calendar.

Kevin Boortz motioned to approve Planning Commission Calendar for 2022
Second by Josh Craine
Motion Passes Unanimously

November Minutes

PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL

1. **Highland Park Conditional Use Permit Request:** Highland Park Apartments is requesting a conditional use permit to allow for a 12'x10' monument sign within an R-MF-16 zoning district, located at 995 Pine Ave.

Comments from Staff

1. **October Building Activity Report**

Reference the City of Tontitown website for detailed report.

Comments from Commission Members

Tom Joseph encourages everyone with an opinion about the East/West artery to alleviate traffic, south of 412, please visit with the city council.

Josh Craine said a quote from Teddy Roosevelt-

“To educate a man in mind and not in morals, is to educate a menace to society.”

Kevin Boortz thanks for moving the meeting to tonight and he really appreciated everyone.

Rocky Clinton said it a pleasure working with all the members and there is a position open, if anyone is interested contact the City Hall or City Council.

Upcoming Meetings:

December 7th, 2021- City Council

December 21st, 2021- Committee of the Whole

December 28th, 2021- Planning Commission

Meeting Adjourned- All in Favor

Adjournment.

November Minutes



**Public Hearing and Planning Commission
Meeting November 30th, 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_2Xxy8yRRHKxpAXutxZ7Yg

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>

November Minutes