



Planning Commission

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

City Staff and Consultants

Planning Manager – Luann Jenison
Planning Techs- Maegan T. & Madelyn P.
Public Works Director- James Clark
Building Inspector- Roger Duncan
City Engineer/Planning Consultant- Garver
City Attorney- Harrington -Miller

Board of Zoning Adjustments (BOZA)/ Planning Commission Minutes

Date: Tuesday, March 17th, 2022

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. **Pledge of Allegiance**
3. **Roll Call**

Tom Joseph was absent

4. **Approval of Agenda**

1. **Steps have been made to make sure there is a quorum for every meeting. Please give a 24-hour notice if any member of the Planning Commission cannot attend the meeting. Contact LuAnn Jenison, Meagan Thomas with the Planning Department. But we do request that the members make every effort to attend.**

2. **The Code of Conduct that was passed in October 2021 is now posted in City Hall and was also read aloud by Rocky Clinton.**

3. **After the Feb. 22, 2022, meeting was adjourned Rocky Clinton and Rhonda Doudna had words regarding the comments made by Rhonda Doudna.**

Tonight, Rocky Clinton made a public apologize to the Rhonda Doudna, planning members, city staff and to the citizens that were present after the Feb. 22, 2022, meeting. Rocky publicly apologized again to Rhonda Doudna his part of the argument/disagreement.

Tom Joseph joined the meeting at this time by zoom.

Tom Joseph motioned to approve the agenda

Second by Kevin Boortz

Motion Passes Unanimously

5. **Approval of Minutes**

- No minutes to approve

6. Comments from Citizens

Rhonda Doudna explained what happened before the February 22, 2022, Public Hearing Meeting. When she saw this was going for a hearing, Mrs. Doudna called the Friday before and spoke LuAnn Jenison, said she had some questions she needed answered - who owns the property, who is the developer, size of the homes per acre, access to the fire hydrant, who is paying for the sewer, and what entrances are being used. Mrs. Doudna doesn't want crappy homes built next to her because it would decrease her property value, and we're looking at 12 houses on one side and 10 duplexes on the other, which she doesn't have a problem with the 12 houses.

Mrs. Doudna went on to say what she thought of the Commission and of Rocky Clinton.

Reference YouTube for the full detailed comment.

Angie Russell wanted to allow her time to Mrs. Doudna and wanted Mrs. Doudna to speak for her, this request was declined.

Rocky Clinton said the Public Hearing is to listen to Citizens and we are not allowed to ask questions until we move into the commissioners meeting, which is where we bring your concerns to the developers and ask those questions and make a decision based on what we heard from the citizens and the answers we get.

Angie Russell said we have enough rental property in her opinion and please vote "NO".

7. Old Business

8. New Business

BOARD OF ZONING ADJUSTMENTS

No agenda items

~~Adjournment-~~ **Adjourned**

PLANNING COMMISSION

1. **Paramount Metals Rezoning Request:** A Rezoning request to rezone property located at 761 & 829 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.

Mr. Scott with Paramount Metals was present to answer any questions.

Kevin Boortz motioned to approve C2 to LI with conditions

Second by Josh Craine

Kevin Boortz motioned to amend the rezoning request to CT for all three Paramount Metals

Second by Michael Lunsford

Motion Passes Unanimously

2. **Pozza/412 Rezoning Request:** A Rezoning request to rezone approximately 3.01 acres of property located South of W. Henri de Tonti Blvd and West of Pozza Ln. from R-3, Residential 3units/acre to C-1, Light Commercial to allow for a future mixed-use development.

Jason Appel with Engineering Services was present to answer any questions. Also, Mr. Appel answered the questions that Rhonda Doudna wanted answered. Mr. Appel did say he thought the same as Rocky Clinton that the citizen comments was basically for Public Hearing. Then he didn't get chance to speak at the Planning Commission Meeting because the meeting got cancelled (no quorum). So, he thought that we were going to give feedback at the Planning Commission and that is why he didn't talk at the Public Hearing.

Kevin Boortz motioned to approve the rezoning from R-3 to C-1 for the Pozza Lane parcel with conditions
Second by Josh Craine

Kevin Boortz voted- YES
Michael Lunsford- NO
Josh Craine voted- NO
Tom Joseph voted- NO
James Dean voted- NO

Motion Fails

3. **Pozza/412 Conditional Use Permit Request #1:** The applicant is requesting a Conditional Use Permit to allow duplex residential units within a C1 zoning district. The property is located south of W. Henri de Tonti Blvd. to the west of Pozza Lane and is approximately 3.01 acres in size.

No vote needed since Item#2 Failed.

4. **Pozza/412 Conditional Use Permit Request #2:** The applicant is requesting a Conditional Use Permit to allow single-family and duplex residential units within a C2 zoning district. The property is located south of W. Henri de Tonti Blvd. to the west of Pozza Lane and is approx. 1.63 acres in size.

Kevin Boortz motioned to approve the Conditional Use Permit for the 1.63 from single family to in the C-2 zoning with conditions.

Second by Michael Lunsford

Reminding not duplexes but just single family for the 1.63 acres

Michael Lunsford Voted= NO
Josh Craine Voted- YES
Tom Joseph Voted- Yes
Kevin Boortz Voted- Yes
James Dean Voted- Yes
Rocky Clinton Voted- YES

Motion Passes

5. **Changes to the Tontitown Code of Ordinances, section 153.216, Sidewalks:** Changes to align this section with other portions of the code regarding sidewalk requirements.

Tom Joseph motioned to approve the updated language
Second by Michael Lunsford

Motion Passes Unanimously

6. **Changes to the Tontitown Code of Ordinances, section 153.217, Street Frontage-Access Easement:** Changes to clarify when access easements can be used and the required width.

James Dean motioned to accept the changes
Second by Josh Craine

Motion Passes Unanimously

7. **Changes to the Tontitown Code of Ordinances, section 152.084, Review Criteria (Incidental Subdivisions):** Changes to clarify review criteria for Incidental Subdivisions and access requirements.

Michael Lunsford motioned to approve the language to section 152.084
Second by Kevin Boortz

Motion Passes Unanimously

8. **Changes to the Tontitown Code of Ordinances, section 152.095, Applicability (Large-Scale Developments):** Changes to exempt certain parking lot expansions from the Large-Scale Development requirements.

Tom Joseph motioned to approve the changes to 152.095 recommended by staff
Second by Michael Lunsford

Tom Joseph motioned to amend the motion the changes to 152.095 recommended by staff and change the 15,000 square feet to 18,000 square feet in section 2B and 3B.

Second by Kevin Boortz

Motion Passes Unanimously

9. **Central States Manufacturing Large Scale Development:** The applicant is requesting a Large-Scale Development to expand parking located at 171 Naples St.

Josh Craine motioned to approve Central States Manufacturing L.S.D. with conditions
Second by Michael Lunsford

Josh Craine motioned to amend the motion by adding submit photo metric lighting
Second by James Dean

Motion Passes Unanimously

10. **Amelia Acres Subdivision Preliminary Plat Request:** The applicant has submitted a Preliminary Plat request to allow for one commercial lot, and seven residential single-family lots located at parcel #'s 830-37755-000 & 001-16882-000.

Michael Lunsford motioned to approve the Amelia Acres Subdivision Preliminary Plat with conditions Second by Tom Joseph

Motion Passes Unanimously

11. **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 March 2022 Planning Commission Meeting.**

PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL

1. **Paramount 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 prior to submitting their Large Scale Development request.

Move the next City Council Meeting

2. **Pozza/412 Rezoning Request:** A Rezoning request to rezone approximately 3.01 acres of property located South of W. Henri de Tonti Blvd and West of Pozza Ln. from R-3, Residential 3units/acre to C-1, Light Commercial to allow for a future mixed-use development.
Failed
3. **Pozza/412 Conditional Use Permit Request #1:** The applicant is requesting a Conditional Use Permit to allow duplex residential units within a C1 zoning district. The property is located south of W. Henri de Tonti Blvd. to the west of Pozza Lane and is approx. 3.01 acres in size.

No vote #2 Failed

4. **Pozza/412 Conditional Use Permit Request #2:** The applicant is requesting a Conditional Use Permit to allow single-family and duplex residential units within a C2 zoning district. The property is located south of W. Henri de Tonti Blvd. to the west of Pozza Lane and is approx. 1.63 acres in size.

Move the next City Council Meeting

5. **Changes to the Tontitown Code of Ordinances, section 153.216, Sidewalks:** Changes to align this section with other portions of the code regarding sidewalk requirements.

Move the next City Council Meeting

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Move the next City Council Meeting

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Changes to exempt certain parking lot expansions from the Large-Scale Development requirements.

Move the next City Council Meeting

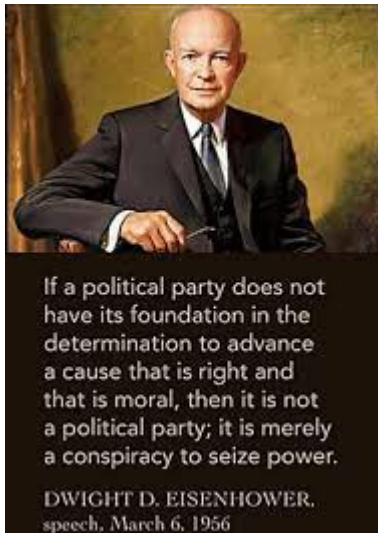
Comments from Staff- None

Comments from the Mayor

Comments from Commission Members

Michael Lunsford, Tom Joseph, and Josh Craine apologized to the staff, citizens, and Commission for missing the February 22, 2022, meeting.

Josh Craine quote of the month:



Adjournment. – Adjourned All in Favor



Planning Commission
Meeting March 17th, 2022, 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.