



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

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

Date: Tuesday, April 26th, 2022

Time: 6:00 p.m. – In Person at **Tontitown City Hall**, 201 E. Henri de Tonti Blvd, Tontitown, AR 72770, 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. **Code of Conduct**
4. **Roll Call**

All were in attendance

5. **Approval of Agenda**

Tom Joseph motioned to approve both the agenda and the minutes

Second by Michael Lunsford

Motion Passes Unanimously

6. **Approval of the March 29th Meeting Minutes- Approved above**
7. **Comments from Citizens- None**
8. **Old Business- None**
9. **New Business- None**

PUBLIC HEARING

1. **No agenda items.**

Adjournment.

BOARD OF ZONING ADJUSTMENTS

1. **No agenda items.**

Adjournment

PLANNING COMMISSION

1. **L-Saw Plaza Large Scale Development Request:** The applicant is requesting Preliminary Large Scale Development approval to construct a 13,800 SF commercial building with associated parking and drives. Currently proposed to be 60% retail, and 40% restaurant.

There was a change to the percentage of the retail and restaurants.

L Saw Center is requesting Preliminary LSD approval to construct a 13,800 SF commercial building with associated parking and drives. Currently proposed to be 77% retail, and 23% restaurant.

Josh Craine motioned to approve the Preliminary LSD request with listed conditions.

Second by Kevin Boortz

Motion Passes Unanimously

2. **L-Saw Waiver Request:** The applicant is requesting a Waiver from the building articulation requirements for the south side of the building that faces Hwy 112.

According to the applicant's waiver request: "The configuration of Lot 6 and 7b, with respect to the subdivision's infrastructure, strongly suggests any proposed building frontage to face north along the subdivision private road. The proposed site layout for this development does show the building frontage to face north to take full advantage of the subdivision's infrastructure. The proposed development faces constraint with the proposed site layout due to the northern, western, and eastern facades of the proposed building being visible from the public realm. The northern, western, and eastern facades currently meet the City's development code, but the southern façade is out of compliance due to being visible from S. Maestri Road. Measures have been taken in the proposed landscape plan to provide vegetative screening on this southern façade from S. Maestri Road."

Kevin Boortz motioned to approve the L-Saw LSD waiver request.

Second by Josh Craine

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.

Phil Swope the Engineer for the project was present to answer questions.

This property was rezoned at the August 31, 2022, Planning Commission from R3 to R4. At that meeting, the applicant stated that they would provide a Bill of Assurance limiting the number of lots that would be on this site. This document will need to be referenced on the subdivision plat. The current Bill of Assurance states that this site is limited to 63 buildable lots, however, the minutes from the August 31, 2021, Planning Commission meeting indicate that 64 lots were allowed. The applicant is currently showing 64 buildable lots. As this was the number of lots discussed and approved at the time of rezoning, the Bill of Assurance may be amended to show a maximum of 64 buildable lots.

A bill of assurance has been filed.

Josh Craine motioned to approve the Willow Trace Preliminary Plat with listed conditions.

Second by James Dean

Motion Passes Unanimously

PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL City Council May 3rd, 2022

1. No Planning Commission items to Council.

Comments from Staff

1. Discussion regarding the Northwest Arkansas Regional Planning Bike and Pedestrian Master Plan Update.

A special meeting (Workshop) will be held on May 12, 2022, at 6:00 PM, for discussion and the citizens are encouraged to participate for public input. The location is still being decided because the Council Chambers will be used for early voting at that time. The city will announce the location on social media, city website or contact City Hall.

A Public Comment Survey is available on the NWA Regional Planning Commission website, scroll to the bottom of the home page and it's under Public Notifications.

2. March 2022 Building Activity Report
Reference the city website for detailed report.
3. Current Planning Projects Report
Reference the city website for detailed report.
4. Community Yard Sale Event- May 12th, 13th, 14th.

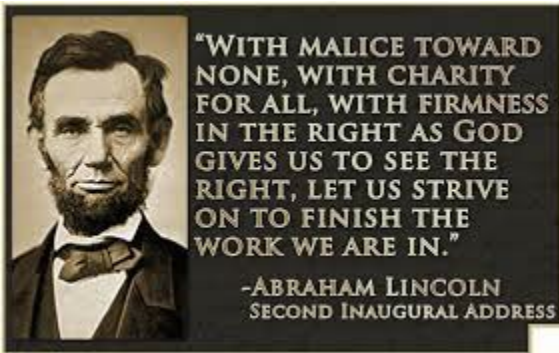
The \$10.00 permit fee will be waived for anyone participating in this community event. You must be registered to have the permit fee waived and have your yard sale added to the event map, by May 10, 2022.

To register you can complete a permit application on the city website, please be sure to put "Community Yard Sale Event" and include a sale description under the sign location section of the online application or contact the city for a paper form.

Comments from Commission Members

Josh Craine asked if the parking lot expansion that the city council shot down last week could be brought back by planning and re-look at that so, everyone can have more clarification on what was being presented.

Josh Craine- Quote by Abraham Lincoln



Kevin Boortz thanked Kenneth Lovett and Larry Ardemagni for their attention and being present at tonight's meeting.

Adjournment.- Meeting Adjourned

April Minutes



Public Hearing and Planning Commission
Meeting April 26th, 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.