



### **Planning Commission**

Open -Chairperson  
Kevin Boortz – Vice Chairman  
Tom Joseph – Secretary  
Josh Craine – Member  
Michael Lunsford – Member  
Candy Black - Member

### **City Staff and Consultants**

City Planner – Mark Lathem  
Planning Tech – Brad Spurlock  
Public Works Director – James Clark  
Building Inspector – Roger Duncan  
City Engineer/Consultant – Garver  
City Attorney - Harrington-Miller

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

Date: Tuesday, September 27, 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)

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1. **Planning Commission Meeting Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**

Josh Craine was absent

4. **Approval of Agenda**

Kevin what to welcomed Candy Black as the new member to the Planning Commission.

James Dean motioned to approve the agenda

Second by Michael Lunsford

Motion Passes Unanimously

5. **Approval of August 23<sup>rd</sup> Meeting Minutes**

Michael Lunsford motioned to approve the minutes

Second by Ton Joseph

Kevin Boortz Voted- YES

James Dean Voted- YES

Candy Black Voted- ABSTAINED

Tom Joseph Voted- YES

Michael Lunsford Voted-YES

Motion Passes

6. **Comments from Citizens**

Kenneth Lovett 18702 Clearwater Rd. Fayetteville, AR asked planning to consider updating the city codes also Mr. Lovett who lives in Washington County and outside the city limits on Tontitown would like information on why there is a land use plan, and how to get out of it.

Nina Brown 1851 S. Pianalto Rd. Tontitown, AR asked for an update on the city codes before voting on issues. Also, she asked to please continue working on the traffic and drainage/rain run off problems. Mrs. Brown thanked the Commission for their time and service.

7. **Old Business- None**

8. **New Business – Election of new Chairperson of Planning Commission**

Josh Craine was absent, so James Dean suggested tabling this decision until all the Planning Commission was in attendance.

James Dean motioned to table until the next Planning Meeting on October 17, 2022 @ 6:00 PM

Second by Michael Lunsford

Motion Passes Unanimously

## PUBLIC HEARING

1. **Bariloche Planned Unit Development and Preliminary Subdivision Plat:** The applicant is requesting plat approval for 154 lots: 151 single-family, 2 detention, and 1 common area, on 40.13 acres. The project is located on Klenc Road, approximately 3,300 south of Hwy 412/W. Henri de Tonti Blvd., on parcel #'s 830-37758-000 and 830-37758-001.

The applicant is requesting a Planned Unit Development and Preliminary Subdivision Plat approval for the Bariloche Subdivision. The 40.13-acre property is located within the City limits of Tontitown, along the west side of Klenc Road, and approximately 3,300 feet south of Hwy. 412 / W. Henri de Tonti Blvd intersection. This property is owned by Infas Corporation, Inc. The applicant has submitted plans proposing to connect to the available stub out to the south and will need to provide additional stub outs to the north as it is an undeveloped property. The site is currently undeveloped and is used primarily as pastureland.

2. **Variance 1710 Arbor Acres Ave:** The applicant is requesting a variance at 1710 Arbor Acres Ave. to allow a proposed barn structure to be setback on the west side of the property six (6) feet instead of the required thirty (30) feet. This site is located on parcel 830-38352-100.

At the applicants request possibly look at a setback of 10 or 20 feet instead of the 6 feet, regardless it's still a 30-foot setback.

**Adjournment.- Adjourned**

## BOARD OF ZONING ADJUSTMENTS

1. **Variance 1710 Arbor Acres Ave:** The applicant is requesting a variance at 1710 Arbor Acres Ave. to allow a proposed barn structure to be setback on the west side of the property six (6) feet instead of the required thirty (30) feet. This site is located on parcel 830-38352-100.

Notifications to neighbors said minimum variance setback is 15 foot. No reported concerns by neighbors.

James Dean motioned to approve

Second by Michael Lunsford

Tom Joseph Voted-YES

Candy Black Voted- YES

Kevin Boortz Voted- NO

Michael Lunsford Voted- NO

James Dean Voted- NO

Motion Fails

**Adjournment.**

**PLANNING COMMISSION**

1. **Bariloche Planned Unit Development and Preliminary Subdivision Plat:** The applicant is requesting plat approval for 154 lots: 151 single-family, 2 detention, and 1 common area, on 40.13 acres. The project is located on Klenc Road, approximately 3,300 south of Hwy 412/W. Henri de Tonti Blvd., on parcel #'s 830-37758-000 and 830-37758-001.

Michael Lunsford motioned to approve with listed conditions and move to the next City Council Meeting  
Second by Tom Joseph

Candy Black Voted- YES

Tom Joseph Voted- YES

James Dean Voted- YES

Michael Lunsford Voted- NO

Kevin Boortz Voted- YES

Motion Passes

**PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL (October 4, 2022)**

1. **Bariloche Planned Unit Development and Preliminary Subdivision Plat:** The applicant is requesting plat approval for 154 lots: 151 single-family, 2 detention, and 1 common area, on 40.13 acres. The project is located on Klenc Road, approximately 3,300 south of Hwy 412/W. Henri de Tonti Blvd., on parcel #'s 830-37758-000 and 830-37758-001.

**Comments from Staff.**

Mark Lathem said they will be working with Northwest Arkansas Planning on the Comp. Plan and Land Use Plan. Will try to meet with them next month.

Planning Tech. Meeting review, Tom Joseph attended last meeting and James Dean will attend the next.

August Building Report

**Comments from Commission Members**

Tom Joseph said he was pleased with staff and administration; a stormwater study has been requested and we have filed for grant money, Kevin request for updates on zoning and roads because they all work together, we are exploring different kinds of funding right now, no report yet but we are on the schedule. These are high priority, and we are moving forward.

Kevin Boortz said we are working through a lot; the zoning codes are a big one and needs to be looked at in depth. Reminder October 17, 2022 @ 6:00 PM is the next planning meeting there will lots of items on the agenda so be prepared.

We are working on a flyer to hand out that will help dictate when comments can be made because it is confusing with the way the agenda is setup so hopefully this will help.

Kevin thanked everyone for coming to tonight's meeting.

**Adjournment.**- Adjourned All in Favor



**Public Hearing and Planning Commission  
Meeting July 26, 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](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>

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**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](mailto:cetmcnair@garverusa.com).***