



Planning Commission

Kevin Boortz – Chairman
James Dean – Vice Chairman
Josh Craine - Member
Candy Black – Member
Donnie Davis – Member

City Staff and Consultants

City Planner – Mark Latham
Planning Tech- Brad Spurlock
Public Works Director- James Clark
Building Inspector- Roger Duncan
Engineer-Zak Johnston, CK Civil Engineering
City Attorney- Harrington -Miller

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

Date: Tuesday, January 28, 2025.

Time: 6:00 p.m. – In Person at **Tontitown City Hall**, 201 E. Henri de Tonti Blvd, Tontitown, AR 72770, and **Online Via Microsoft Teams 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

Brad Spurlock introduced Attorney Imogen Stegall from Justin Eichman's office, she will be attending planning meetings for legal guidance.

Donnie Davis was absent.

4. Approval of Agenda.

James Dean motioned to approve the agenda.

Second by Candy Black

Motion Passes Unanimously

5. Approval of the November 26, 2024, minutes.

James Dean motioned to approve the November 26, 2024 minutes.

Second by Candy Black

Motion Passes Unanimously

6. Comments from Citizens

Kenneth Lovett 18702 Clearwater Rd., Fayetteville, AR

1. Still smell the vapors from Waste Management.
2. There will be a Title V Eco- Vista Public Hearing, Thursday February 27, 2025, at 6-8 PM at St. Joseph Catholic Church Parish Hall (192 E. Henri De Tonti Blvd., Tontitown, AR.

7. Old Business- NONE

8. New Business

PUBLIC HEARING

1. **Variance Kissinger Ave** – Applicant is requesting a variance located at 1702 Kissinger Ave. The property is zoned A(Agriculture) on 2.02 acres. Parcel #: 830-38160-000.

No Comments

Adjournment

BOARD OF ZONING ADJUSTMENTS

1. **Variance Kissinger Ave** – Applicant is requesting a variance located at 1702 Kissinger Ave. The property is zoned A(Agriculture) on 2.02 acres. Parcel #: 830-38160-000.

The owner(s) of the property, Jeffrey and Tonya Kissinger, are requesting a setback variance request to install a 24' x 30' shop building located on the premises. Construction has begun on the shop and the Tontitown building inspector informed landowners of the setback requirement. Currently the shop is 21' from the property line.

Josh Craine motioned to approve the request.

Second by James Dean

Motion Passes Unanimously

Adjournment

PLANNING COMMISSION

1. **Willow Trace Preliminary Plat** – Applicant is requesting a preliminary plat of 64 buildable lots on 20.31 acres located at 664 Kelly Ave. Property is zoned R-4. Parcel #: 830-37962-000

Willow Trace Subdivision is requesting Preliminary Subdivision approval for a sixty four (64) lot subdivision; with three non-buildable common areas on approximately 20.03 AC of land. The subdivision is complete with requisite street, drainage/detention, utility, and landscape infrastructure.

Historically, a version of this plat was previously approved by Tontitown Planning Commission on April 26th, 2022. This version included several waivers to drainage and layout standards including:

- Waiver from 90.400.2 Curve Alignment
- Waiver from Drainage Manual 1.3.2.1 on pipe slopes
- Waiver from Drainage Manual 3.3.2 to allow zero drop across drainage structures
- Waiver from 152.114 K.4.E – changes to tree planting locations.
- Waiver from Drainage Manual to allow 10-year HGL to be closer to ground elevation

The project was subsequently delayed due to sanitary sewer challenges and went dormant after approval. The owner would like to revive the project and is resubmitting a new application for approval.

Also note that the subdivision has been redesigned in such a way that NONE of the previous waivers are applicable to the newly submitted Preliminary Plat.

Josh Craine motioned to approve, with conditions.
Second by Candy Black

Motion Passes Unanimously

2. **L-Saw Plaza Extension Letter** - Applicant is requesting an extension to the LSD application that was approved on April 26, 2022, by the Tontitown Planning Commission.

Josh Craine motioned to approve the extension request, with conditions.
Second by Candy Black

Motion Passes Unanimously

3. **Discussion of Plat Density Calculation and Letter of Understanding.**

The Planning Commission is to review the zoning density and contact Brad Spurlock with any suggestions for possible changes.

Reference YouTube for lengthy discussion.

4. **Heritage District Design Standards Introduction**

Discussion only, reference YouTube.

The Heritage District Design Standards meeting is on Wednesday January 29, 2025 at 1:30 in the conference room, if more space is needed it will be moved to the Council Chambers.

5. **612/412 Overlay District Design Standards Introduction**

The Planning Commission is to review and contact Brad Spurlock with any input, and a meeting can be scheduled if needed.

6. Meeting with NWARPC on January 30 @ 10:00 AM – City Hall

Lunch and Learn is at 10:00 AM on Thursday January 30th.

Adjournment

PLANNING COMMISSION ITEMS, IF APPROVED, TO COMMITTEE OF THE WHOLE (COW) MEETING
February 4, 2025.

NONE

Comments from Staff

1. December Building Activity Report-
Reference the city website for detailed report.
2. Current Planning Projects Report-

Reference the city website for detailed report.

Comments from Planning Commission

James Dean and Candy Black

1. Thanked everyone for attending tonight's meeting and enjoyed the debate.

Josh Craine

1. Regarding the partial density debate, it doesn't matter to him if it goes one way or the other.
2. Wants to look at the Waste Management code, he has done a lot of work on this issue but may need legal counsel to discuss possible code changes.

QUOTE:

"Our greatest weakness lies in giving up. The most certain way to succeed is always to try just one more time."

Thomas Edison

Kevin Boortz

1. **Asked everyone to go online and request that the Governor attend, the Title V Eco- Vista Public Hearing, Thursday February 27, 2025, at 6-8 PM at St. Joesph Catholic Church -Parish Hall (192 E. Henri De Tonti Blvd., Tontitown, AR.**
2. **Asked Brad Spurlock to pull the Waste Management info. And discuss it at the next Planning Commission Meeting.**

Adjournment- All in Favor



Public Hearing and Planning Commission
Meeting November 26, 6:00 PM
Virtual Meeting Participation Opportunities

Microsoft Teams

Meeting:

To participate *interactively* in the meeting, you may participate in the meeting via Teams:

- **By PC, Mac, iOS (iPhone), or Android:**

Join Teams Meeting:

LINK: https://teams.microsoft.com/l/meetup-join/19%3ameeting_M2I3OGY5ZDgtNjRmZi00M2EzLTkwYmUtZmU5OTlmZjAwYzQ4%40thread.v2/0?context=%7b%22Tid%22%3a%223c738e4b-334e-4562-9a58-b8c7d8548c8f%22%2c%22Oid%22%3a%222993e075-860f-4394-890f-7a419347cd2d%22%7d

Or go to the Teams website to join: Meeting ID: 274 311 762 664; Passcode: uKnPav

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:**

- **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/UCIbUv481CeNFF2JNwoOsrNQ>

For assistance during the meeting, or for assistance logging into the meeting, please contact Brad Spurlock, Planning Tech, City of Tontitown. (479)361-2700 or at permits@tontitownar.gov.