



Planning Commission

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

City Staff and Consultants

City Planner – Brad Spurlock
Planning Tech- Madelyn Parker
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, April 22, 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

All in attendance

4. Approval of Agenda

Kevin Boortz requested to amend- Public Hearing Item 4 to reflect two items that are on the actual agenda. They are 153.210 which is off- street parking and loading, and item 153.181, which is the prohibited signs and then under the planning commission we will vote on that, so we'll add that to Item 3.

Candy Black motioned to approve
Second by Josh Craine

Motion Passes Unanimously

5. Approval of March 25, 2025, minutes

Donnie Davis motioned to approve the minutes.

Second by Josh Craine

Motion Passes Unanimously

6. Comments from Citizens- NONE
7. Old Business- NONE

8. New Business

PUBLIC HEARING

1. **Conditional Use** – Applicant is requesting a conditional use permit located at 3617 Old Hwy. 68. The property is zoned C-2 (Commercial) located on 3.36 acres. The request is for Impound Yard. Parcel: 830-37902-101.

No Public Comments

2. **Rezone Request** – The applicant is requesting a rezone located on 1076 N. Barrington Rd. The rezone request is from “A” (Agriculture) to “R-E” (Residential Estates) and R-2 (Single-Family Residential) located on 5 acres. Parcel #: 830-38014-005.

No Public Comments

3. **Variance Request** – The applicant is requesting a variance located at 364 Penzo Ave. The property is zoned R-3 (Residential), located on .25 acres. The request is for setback requirements.

No Public Comments

4. **The City of Tontitown** will hold a public hearing, pursuant to Sec 153.283 of the Tontitown Code of Ordinances, to consider the proposed amendments to the following zoning ordinances to clarify existing regulations:

153.181 (D) Prohibited Signs to include (13) Handwritten signs in non-residential districts.
153.210 Off Street Parking and Loading – see Exhibit “A”

No Public Comments

Adjournment

BOARD OF ZONING ADJUSTMENTS

1. **Variance Request** – The applicant is requesting a variance located at 364 Penzo Ave. The property is zoned R-3 (Residential), located on .25 acres. The request is for setback requirements.

The owner of the property, Kyle and Brittany Sargent, is requesting a setback variance request to install a swimming pool at the above property as comparable to other surrounding houses in the neighborhood. Current rear setback in the listed zoning classification is 25' and the applicant is wishing to reduce this to accommodate the installation of the pool.

Josh Craine Motioned to approve the variance request.
Second by Candy Black

Motion Passes Unanimously

Adjournment

PLANNING COMMISSION

1. **Conditional Use** – Applicant is requesting a conditional use permit located at 3617 Old Hwy. 68. The property is zoned C-2 (Commercial) located on 3.36 acres. The request is for Impound Yard. Parcel: 830-37902-101.

The owner of the property is The Robert T Pruitt Revocable Trust with Robert T Pruitt and Tara A Schmutzler as Co-Trustees. Premier Towing Recovery, LLC is moving from their current location with hopes to the location listed on this application. Currently, as per Washington County Assessor's site, a business with the name of Old Hwy 68 Sergar & Towing Service currently operates at the same location.

Donnie Davis motioned to approve with conditions and add site plan.
Second by Candy Black

James Dean Voted- NO
Candy Black Voted- YES
Kevin Boortz Voted- YES
Donnie Davis Voted- YES
Josh Craine Voted- YES

4 Votes- YES to 1 Vote- NO

Motion Passes **and will move to the next Committee of the Whole Meeting.**

2. **Rezone Request** – The applicant is requesting a rezone located on 1076 N. Barrington Rd. The rezone request is from "A" (Agriculture) to "R-E" (Residential Estates) and R-2 (Single-Family Residential) located on 5 acres. Parcel #: 830-38014-005.

This property is owned by Phillips Meyer Holdings, LLC and represented by Jason Lipsmeyer and is currently zoned Agriculture. The owner is requesting an incidental subdivision that includes three tract splits that would need to make the lots conform to the current zoning. Two (2) lots request to be rezoned to R-2, while the remaining lot will be rezoned as R-E.

Donnie Davis motioned to accept the rezone request.
Second by Josh Craine

Motion Passes Unanimously **and will move to the next Committee of the Whole Meeting.**

- 3. The City of Tontitown** will hold a public hearing, pursuant to Sec 153.283 of the Tontitown Code of Ordinances, to consider the proposed amendments to the following zoning ordinances to clarify existing regulations:

153.181 (D) Prohibited Signs to include (13) Handwritten signs in non-residential districts.
153.210 Off Street Parking and Loading – see Exhibit “A”

James Dean motioned to approve both 153.210 and 153.181.
Second by Josh Craine

Motion Passes Unanimously and will move to the next Committee of the Whole Meeting.

Adjournment

PLANNING COMMISSION ITEMS, IF APPROVED, TO COMMITTEE THE WHOLE (COW) MEETING May 6, 2025.

- 1. Conditional Use** – Applicant is requesting a conditional use permit located at 3617 Old Hwy. 68. The property is zoned C-2 (Commercial) located on 3.36 acres. The request is for Impound Yard. Parcel: 830-37902-101.
- 2. Rezone Request** – The applicant is requesting a rezone located on 1076 N. Barrington Rd. The rezone request is from “A” (Agriculture) to “R-E” (Residential Estates) and R-2 (Single-Family Residential) located on 5 acres. Parcel #: 830-38014-005.
- 3. The City of Tontitown** will hold a public hearing, pursuant to Sec 153.283 of the Tontitown Code of Ordinances, to amend chapter 153, of the Code of Ordinances of the City of Tontitown.

Comments from Staff

- 1. January and March Building Activity Reports**

Reference the city website for detailed report.
- 2. Current Planning Projects Report**

Reference the city website for detailed report.

Brad Spurlock-

1. A special session for Bariloche will be scheduled.
2. Discussion of zoning for R3L and R3 will be held next month.
3. Zach has put together an overlay district that shows a 412-overlay district both 350 and 500 ft., this is something we can present, or you can come by and take a look.

Planning Commission Comments

Kevin Boortz

1. Thanked everyone for attending tonight's meeting.

Josh Craine- QUOTE

"Don't find fault, find a remedy; anybody can complain" — **Henry Ford**

Adjournment- All in Favor



**Public Hearing and Planning Commission
Meeting April 22, 2025 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/UClbUv481CeNFF2JNwoOsrNQ>

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.