



### Planning Board

Darrell Watts – Chairman  
Rocky Clinton-Vice-Chairman  
Susan Sedberry-Member  
Michael Lunsford-Member  
Larry Roberts-Member

City Engineer-Terry Carpenter  
City Planner-Courtney McNair  
City Attorney-Harrington-Miller  
Public Works Director-James Clark  
Code Enforcement Officer-Brett Freeland

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### ***Planning Board Minutes***

Date: Tuesday, February 27, 2018

Time: 6:00 p.m. – Tontitown Fire Department, 141 S. Zulpo, Tontitown, Arkansas

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#### **1. Planning Board Meeting Call to Order**

#### **2. Roll Call**

Larry Roberts was absent but the rest of the board was present.

#### **3. Approval of Agenda**

Susan Sedberry motioned to approve the agenda Second by Rocky Clinton Motion Passes

#### **4. Approval of Minutes**

a. Approval of January 23, 2018 Public Hearing Minutes

b. Approval of January 23, 2018 Planning Board Minutes

Rocky Clinton motioned to approve minutes Second by Susan Sedberry Motion Passes

#### **5. Comments from Citizens- None**

#### **6. Old Business-None**

#### **7. New Business**

a. Richard Frank Variance Request

Rocky Clinton motioned to approve with conditions Second by Michael Lunsford Motion Passes

b. Otwell Property Rezoning Request

Rocky Clinton motioned to approve with conditions Second by Susan Sedberry Motion Passes

c. Mathias Property Rezoning Request

Rocky Clinton motioned to Table Second by Michael Lunsford Motion Passes

d. Hidden Valley Estates Final Plat Request

Susan Sedberry motioned to approve with conditions Second by Michael Lunsford Motion Passes

e. Liberty Estates Final Plat Request

Rocky Clinton motioned to approve Second by Susan Sedberry Motion Passes

f. Napa Subdivision Preliminary Plat Request and Waiver Request

Representing the developer of the NAPA subdivision was Jason Appel with Engineering Services. Jason Appel agreed to the roadside improvements on Ardemagni and the corner of Baker to improve drainage.

Susan Sedberry motioned to approve the Preliminary Plat with conditions

Second by Michael Lunsford Motion Passes

**8. Review Items for Placement on City Council Agenda (if applicable)**

- a. Otwell Property Rezoning Request
- b. Mathias Property Rezoning Request-Tabled
- c. Napa Subdivision Waiver Request

**9. Reoccurring Items and Items for Review**

- a. Review of Approved Projects & Expirations  
Reference the city's website for detailed report
- b. Review Building Activity  
Reference the city's website for detailed report

**10. Comments from Staff**

- a. Welcome to our new members, Michael Lunsford and Larry Roberts. Thank you for volunteering your time to the community.
- b. Officer Elections  
Darrel Watts- Chairman  
Rocky Clinton- Vice Chairman  
Michael Lunsford- Secretary  
Susan Sedberry- Member  
Larry Roberts- Member  
All in favor
- c. Discussion of amendments to the notification process  
Discussion on whether to change the ordinance or have the citizen sign a waiver when requesting assistance from the city with the notification process.  
All agreed that signing a waiver would be fine.
- d. Discussion of creating Exclusive Zoning for Landfill use-Discussion only  
Reference the audio on the city's website for full discussion
- e. Discussion of Subcommittee Meeting on February 15, 2018
  - i. Synopsis of meeting  
Reference the audio on the city's website for full discussion
  - ii. Outline for next month and set subcommittee meeting date  
Two meetings will be schedule for the month of March, a group text will be sent out for day and time.
- f. Upcoming Planning Board Meeting, Tuesday, March 27, 2018
- g. Staff is attending training April 21-24; can we reschedule the meeting date? The meeting is currently scheduled for April 24.  
  
The April 24, 2018 Planning Board Meeting has been rescheduled to Thursday April 26, 2018 at 6:00 pm

**11. Comments from Board Members- None**

**12. Meeting Adjourned- All in Favor**