



Planning Commission

Kevin Boortz – Chairman
James Dean – Vice Chairman
Tom Joseph - Secretary
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
City Engineer-Zak Johnston
City Attorney- Harrington -Miller

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

Date: Tuesday, October 24, 2023.

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**

James Dean motioned to approve.
Second by Josh Craine

Motion Passes Unanimously

5. **Approval of the September 26, 2023, minutes**

Tom Joesph motioned to approve.

Second by Josh Craine

Motion Passes Unanimously

6. **Comments from Citizens- NONE**
7. **Old Business- NONE**
8. **New Business**

PUBLIC HEARING

1. **Conditional Use Permit** - Applicant is asking for a conditional use permit on 3.83 acres located at 432 Industrial Dr in Tontitown. Parcel #: 830-37804-000

Adjournment

BOARD OF ZONING ADJUSTMENTS- NONE

Adjournment

PLANNING COMMISSION

1. **Conditional Use Permit** - Applicant is asking for a conditional use permit on 3.83 acres located at 432 Industrial Dr in Tontitown. Parcel #: 830-37804-000

Request to construct 2 warehouses on current property.

Ron Homeyer, Project Engineer was present to answer questions.

Josh Craine motioned to approve.
Second by Candy Black

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

5 Votes YES to 1 Vote NO

Motion Passes and will move to the next City Council Meeting for final vote.

2. **Old Oak Warehouse Large Scale Development** – The applicant is requesting LSD approval to construct two (2) commercial warehouse buildings on a 3.8 tract of land on the east side of Industrial Drive in Tontitown, AR.

The applicant is requesting LSD approval to construct (2) commercial warehouse buildings on a 3.8-acre tract of land on the east side of Industrial Drive in Tontitown, AR.

Ron Homeyer, Project Engineer was present to answer questions.

**Josh Craine motioned to approve the Old Oak Warehouse L.S.D. with listed conditions.
Second by Donnie Davis**

Motion Passes Unanimously

3. **Waiver Old Oak Warehouse** – The applicant is requesting a waiver from City Code Section 153.212, "Landscaping".

The applicant is requesting a several waivers from the City Landscape Code. The applicant does not describe in detail what section in the code needs a waiver, so I assume all the code since the LSD did not include a landscape plan.

Josh Craine motioned to approve waiver #1.
Second by James Dean

Motion Fails Unanimously

4. **Waiver Old Oak Warehouse** – The applicant is requesting a waiver from City Code Section 90.400 “Street Design Principles”.

The applicant is requesting three waivers under one general waiver with respect to right-of-way width, pavement, and sidewalk. from the City Landscape Code.

James Dean motioned to Table to the next Planning Meeting.
Second by Candy Black

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

4 Votes NO to 2 Vote YES
Motion Fails

Josh Craine Motioned to approve waiver #2.
Second by Donnie Davis

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

4 Votes YES to 2 Vote NO
Motion Passes

5. **Waiver Old Oak Warehouse** – The applicant is requesting a waiver from City Code Section 152.151 “Design Standards for Large-Scale Developments”.

The applicant is requesting a waiver under section 152.151, Design Standards for Large Scale Development to the façade requirements of 75%.

Josh Craine motioned to approve waiver #3.
Second by Donnie Davis

Motion Fails Unanimously

PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL City Council Nov. 21, 2023.

Comments from Staff

Mark Latham

1. **Needing volunteers for the Heritage District Committee, contact City Hall.**
2. **Needing volunteers for the Overlay District Committee, contact City Hall.**

Brad Spurlock

1. **The city has switched from Zoom to Teams and it seems to be working well.**
2. **Congratulations to our City Engineer Zac Johnston, he is a new dad.**

1. **September Building Activity Report**
2. **Current Planning Projects Report**

Reference the city website for detailed reports.

1. **Comments from Planning Commission**

James Dean

1. **Reminder- Halloween in the Park October 31. The Council has challenged the Planning Commission, and the Planning Commission is needing candy and cash.**

Josh Craine Quote:

“You can’t make people good, kind, generous, thoughtful or dutiful by compulsion”.

Margret Thatcher

Kevin Bortz

1. **Thanked everyone for attending tonight’s meeting.**

Adjournment- All in Favor



Microsoft Teams Meeting:

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lic Hearing and Planning Commission
Meeting October 24, 2023, 6:00 PM
Virtual Meeting Participation Opportunities

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

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

Join Teams Meeting:

LINK:

Or go to the Teams website to join:

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.

b. **Join by phone only:**

c. **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.