



**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, January 23, 2024.

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**

Josh Craine motioned to approve.

Second by James Dean

Motion Passes Unanimously

**5. Approval of the December 18, 2023, minutes**

Tom Joseph motioned to approve.

Second by Donnie Davis

Motion Passes Unanimously

**6. Comments from Citizens- NONE**

**7. Old Business- NONE**

## 8. New Business

### PUBLIC HEARING

1. **Rezone** – The applicant is requesting to rezone a piece of land containing 1.00 acre from R-3 (Residential) to C-2 (General Commercial) located at 695 Sbanotto Ave. Parcel #: 830-37658-003.

#### Adjournment

### BOARD OF ZONING ADJUSTMENTS

#### Adjournment

### PLANNING COMMISSION

1. **Rezone** – The applicant is requesting to rezone a piece of land containing 1.00 acre from R-3 (Residential) to C-2 (General Commercial) located at 695 Sbanotto Ave. Parcel #: 830-37658-003.

The owner of this project is Russel Merrell. Mr. Merrell requests a rezone to construct a metal building on the property for the purpose of storing supplies and equipment for his business.

The property is located on the southside of Sbanotto Ave. The current zoning around the property is C2 on the east side and R3 Residential on the south, north, and westside.

#### FUTURE LAND USE PLAN:

The Future Land Use Category shown in this area is for Residential Transition Commercial. Neighborhood (RC-T).

From the Vision Plan Document adopted by the City Council in June 2023.

**Josh Craine motioned to approve with conditions.**

**Second by Candy Black**

**Motion Fails Unanimously**

2. **Industrial Circle Large Scale Development** – The applicant is requesting LSD approval to construct a 7,564 sq. ft. retail center with (4) four units on approximately 1.05 tract of land along W. Henri De Tonti Blvd.

**Applicant is requesting Preliminary LSD approval to construct a 7,564 sq.ft. retail center with (4) four units on an approximately 1.05 AC tract of land along the W Henri de Tonti BLVD. Plans show associated off-street parking, solid waste receptacles, stormwater conveyance, and requisite public water and sewer connections. Access to the project will be from E Industrial CIR and E Henri De Tonti BLVD.**

**Josh Craine motioned to approve the Large-Scale Development with conditions.**

**Second by Donnie Davis**

**Motion Passes Unanimously**

## **Adjournment**

**PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL City Council Dec 19, 2023.**

**None**

- 1. December Building Activity Report**
- 2. Current Planning Projects Report**

**Reference the city's website for detailed reports.**

**Comments from Staff**

**Mark Latham**

- 1. Mark and Zac spoke with the NWA Planning about getting some assistance with an overlay on 412 and 612.**
- 2. Requested that ARDOT do a quarter study from that intersection by Harmon.**
- 3. Will be going through the development codes and will be making recommendations.**

**Comment from Commission**

**Tom Joseph**

- 1. Agrees that there is probably a need for a rural subdivision as we grow to the west.**

**Donnie Davis**

- 1. Asked if there was any type of notification for citizens when there is utility outages?**

**Mayor Russell addressed the question.**

**1a. It is the responsibility of the utility companies, but you can sign up with Code Red and Text Message with the city.**

**1b. When the city is notified, it will be posted on the city's Facebook Page and the local news.**

**Kevin Boortz**

1. Turn in your Packets to the city by Friday.
2. The New Fire Station Open House is scheduled for Saturday 10:00 AM to 4:00 PM.

Josh Carine -Possible Fake Quote

“Some people will never like you because you kill more deer than them.”

Denzel Washington

Adjournment- All in favor



**Public Hearing and Planning Commission**  
**Meeting January 23, 2024, 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\\_M2I3OGY5ZDdtNjRmZi00M2EzLTkwYmUtZmU5OTlmZjAwYzQ4%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_M2I3OGY5ZDdtNjRmZi00M2EzLTkwYmUtZmU5OTlmZjAwYzQ4%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 Courtney McNair, Garver Urban Planner, at (479) 287-4610, or email at [cetmcnair@garverusa.com](mailto:cetmcnair@garverusa.com).**