



**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

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

Date: Tuesday, February 27, 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)

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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 the agenda.

Second by James Dean

Motion Passes Unanimously

5. Approval of the January 23, 2024, minutes

Tom Joseph 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. **Rezone** – The Applicant is requesting a rezone from “A”- Agriculture to “R-E” – Residential Estates on 2.89 acres located at 443 W Liberty Ave. Parcel #: 830-37641-001.

**There were no public comments.**

2. **Variance** – Applicant is requesting a variance to code 153 “Zoning Regulations” Appendix B-Minimum Dimension Standards, Lot Width min. The property is located at 706 Foster Ln. Parcel # 830-37976-408.

**There were no public comments.**

### **Adjournment**

#### **BOARD OF ZONING ADJUSTMENTS**

1. **Variance** – Applicant is requesting a variance to code 153 “Zoning Regulations” Appendix B-Minimum Dimension Standards, Lot Width min. The property is located at 706 Foster Ln. Parcel # 830-37976-408.

**Owner Mark Sanford was present to answer questions.**

The applicant is requesting a Minor Subdivision approval to complete a property line adjustment on his property at 706 Foster Lane for 2 tracts. The current Tract 1A is 2.41 acres and Tract 2A is 2.00 acres. Mr. Sanford is requesting Tract be adjusted to 2.00 acres and Tract 2 to 2.41 acres and in doing so, Tract 1 has reduced the required frontage of 200 feet to 152.80. The property is zoned, R-E (Residential Estates).

**“In the applicant’s letter, the owners wish to sell off 2 acres for a single-family resident in a RE zone. The current lot is over 572 feet deep.**

**Josh Craine motioned to approve the variance request.**

**Second by Donnie Davis**

**Josh Craine VOTED- YES**

**Kevin Boortz VOTED- YES**

**Jame Dean VOTED- NO**

**Candy Black VOTED-YES**

**Tom Joesph VOTED- YES**

**Donnie Davis VOTED- YES**

**5 VOTES- YES to 1 VOTE- NO**

**Motion Passes**

### **Adjournment**

#### **PLANNING COMMISSION**

1. **Rezone** – The Applicant is requesting a rezone from “A”- Agriculture to “R-E” – Residential Estates on 2.89 acres located at 443 W Liberty Ave. Parcel #: 830-37641-001.

The owners of this rezone are Don and Tinka Willard. The owners purchase the property to construct a single-family home. The current Agricultural Zoning does not meet the 5-acre requirement and therefore must be rezoned.

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

Owner Don Willard was present to answer questions.

Josh Craine motioned to approve the rezoning request.  
Second by Donnie Davis

**Josh Craine VOTED- NO**

**Kevin Boortz VOTED- YES**

**Jame Dean VOTED- YES**

**Candy Black VOTED-YES**

**Tom Joesph VOTED- YES**

**Donnie Davis VOTED- YES**

**5 VOTES- YES to 1 VOTE- NO**

**Motion Passes and moves to the next City Council Meeting.**

- 2. Final Plat** – Applicant is requesting final plat acceptance of Deer Valley Subdivision with conditions located in Washington County and is within the Tontitown Planning Area. Contains 30 lots on 76.9 acres of land. Parcel #: 001-16877-000.

Applicant is requesting Final Subdivision approval for the Deer Valley Subdivision, consisting of 30 lots on 76.9 acres of land, with an overall density of 0.39 units per acre. The project is located in Washington County and is within the Tontitown Planning Area.

Steve and Kellye Smith Trust, represented by ESI, is requesting Final Subdivision Plat approval for the Deer Valley Subdivision in Washington County, AR. The project is in the Tontitown Planning Area.

The property is located off Fiori RD and includes a 60' ROW with open drainage swales, 26' paved dead-end streets, stormwater detention, and public water infrastructure. Tracts within the subdivision range for 1.22 AC to 7.69 AC in size.

Josh Craine motioned to approve the Deere Valley Subdivision Final Plat with listed conditions.  
Second by Donnie Davis  
Motion Passes Unanimously

### **Adjournment**

### **PLANNING COMMISSION ITEMS, IF APPROVED, TO CITY COUNCIL City Council March 19, 2024.**

- 1. Rezone** – The Applicant is requesting a rezone from "A" - Agriculture to "R-E" – Residential Estates on 2.89 acres located at 443 W Liberty Ave. Parcel #: 830-37641-001.

## Comments from Staff

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

Brad Spurlock

1. The new computer and updates are to be installed and should be more efficient for city meetings.

## Comments from Planning Commission

Tom Joesph

1. Things are moving well in Tontitown and for our businesses.
2. Looking forward to a good year.

Donnie Davis

1. The need for discussion of annexations is necessary.

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 February 27, 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>

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**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).**