



Planning Commission

Kevin Boortz – Chairman
James Dean – Vice Chairman
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
Engineer-Zak Johnston, CK Civil Engineering
City Attorney- Harrington -Miller

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

Date: Tuesday, August 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)

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 the agenda.

Second by Candy Black

Motion Passes Unanimously

5. **Approval of the July 23, 2024, minutes**

James Dean motioned to approve the minutes.

Second by Donnie Davis

Josh Craine Voted- ABSTAINED

Kevin Boortz Voted- YES

James Dean Voted- YES

Candy Black Voted- YES

Donnie Davis Voted- YES

Motion Passes

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

PUBLIC HEARING

- 1. Variance Request** – Applicant is requesting a variance located at 664 Malbec Rd. This property is zoned R-3 (Residential), located on .29 acres. The request is for setbacks requirements.

No Comments from the public.

- 2. Variance Tontitown Winery** – Applicant is requesting a variance located at 335 S Barrington Rd. The property is zoned C-2 (General Commercial), located on 1.43 acres. The request is for building setbacks requirements.

No Comments from the public.

- 3. Conditional Use Permit** – Applicant is requesting a conditional use permit for property located at 1026 W. Morsani Ave. Currently zoned C-2 (General Commercial) and contains 2.76 acres. The request is for a primary residence. Parcel #: 830-37717-000.

No Comments from the public.

Adjournment

BOARD OF ZONING ADJUSTMENTS

- 1. Variance Request** – Applicant is requesting a variance located at 664 Malbec Rd. This property is zoned R-3 (Residential), located on .29 acres. The request is for setbacks requirements.

The owners of the property, George and Mary Gray, are requesting a setback variance request to install a swimming pool based on the recommendation of a medical professional for the betterment and improvement of Mrs. Gray. Statement of Hardship is added to this agenda item.

Josh Craine motioned to approve the variance request at 664 Malbec Rd.
Second by Donnie Davis

Motion Passes Unanimously

2. **Variance Tontitown Winery** – Applicant is requesting a variance located at 335 S Barrington Rd. The property is zoned C-2 (General Commercial), located on 1.43 acres. The request is for building setbacks requirements.

The owner of the property, Tontitown Winery, LLC, is requesting a setback variance request to install a building on the west side of the property for storage. This is different request as this property is adjacent to a residential zoned property to the west and therefore enacts our “Triggering Property” code, which the setbacks are doubled based on these criteria.

James Dean motioned to approve.
Second by Josh Craine

Motion Passes Unanimously

Adjournment

PLANNING COMMISSION

1. **Conditional Use Permit** – Applicant is requesting a conditional use permit for property located at 1026 W. Morsani Ave. Currently zoned C-2 (General Commercial) and contains 2.76 acres. The request is for a primary residence. Parcel #: 830-37717-000.

The owners reside at the following address, which was built in 2018 and is located and southern portion of the parcel under discussion, 1026 W. Morsani Ave, Tontitown, AR 72762. Owners want to build on the discussed property a single-family residential home which is in a commercial zone.

Josh Craine Motioned to TABLE to the next Planning Commission Meeting.
Second by James Dean

Motion Passes Unanimously

2. **CPS of NWA LSD Extension** – Applicant is requesting an extension to the LSD application that was approved on July 25, 2023, by the Tontitown Planning Commission.

Josh Craine motioned to approve the extension request for CPS.

Second by James Dean

Motion Passes Unanimously

3. **City of Planning Staff** – Discussion to amend Tontitown Code of Ordinances Chapter 152.151(E)(1) – Building design. The proposed amendment would add verbiage to clarify definitions of material allowed for certain uses.

Planning is to review

Adjournment

**PLANNING COMMISSION ITEMS, IF APPROVED, TO COMMITTEE OF THE WHOLE (COW) MEETING
September 3, 2024.**

None

Comments from Staff

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

Comments from Planning Commission

James Dean, Josh Craine and Kevin Boortz

1. **Thanked everyone for attending tonight's meeting.**
2. **Road Closer – Javello Road will be closed September 9th for approximately 65 days.**

Josh Craine Quote:





**Public Hearing and Planning Commission
Meeting August 27, 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.