



**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

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

Date: Tuesday, October 22, 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

Add Item 6 to Planning Commission- discussion only Halff and Associates will be asking for a waiver to the Maalfi Commercial lot.

Josh Craine motioned to approve the agenda.

Second by Donnie Davis

Motion Passes Unanimously

5. Approval of September 24, 2024, minutes

James Dean motioned to approve.

Second by Donnie Davis

Motion Passes Unanimously

6. Comments from Citizens

Kenneth Lovett 18702 Clearwater Rd., Fayetteville, AR

1. Presented to the Planning Commission a letter from September 2021 from Cortney McNair regarding more testing around Wase Management.

Angie Russell 1497 Arbor Acers Rd., Tontitown, AR

1. **Need Candy donations for Halloween in the Park.**

**Mark Calcagni**

1. **Trying to contact the Department of Health regarding the letter Kenneth Lovett gave to the Planning Commission.**

7. **Old Business- NONE**

8. **New Business**

## **PUBLIC HEARING**

1. **Variance Renley Rae Prelim Plat** – Applicant is requesting variances on both the lot width and depth sizes located on the corner of Klenc and Morsani Rds. The property is zoned R-3(Residential) on 30.46 acres. Parcel #: 830-37722-000.

**Marsha Smith 788 Morsani Ave., Tontitown, AR**

1. **Requesting that the variance be denied for the following reasons.**  
**Impact that would have on Kleenc Rd.**  
**Ten additional variances will be requested.**  
**Impact on the citizens living in the community.**

## **Adjournment**

## **BOARD OF ZONING ADJUSTMENTS**

1. **Variance Renley Rae Prelim Plat** – Applicant is requesting variances on both the lot width and depth sizes located on the corner of Klenc and Morsani Rds. The property is zoned R-3(Residential) on 30.46 acres. Parcel #: 830-37722-000.

Renley Rae Subdivision is requesting Preliminary Subdivision approval for a ninety-five (95) lot subdivision; ninety-three (93) buildable and two non-buildable (2) on approximately 30.57 AC of land. The subdivision is complete with requisite street, drainage/detention, utility, and landscape infrastructure.

James Dean motioned to approve the variance request.

Second by Donnie Davis

James Dean Voted- NO

Donnie Davis Voted- YES

Kevin Boortz Voted- YES

Josh Craine Voted- YES

Candy Black Voted- NO

3 Votes YES to 2 Votes NO

Motion Passes

**Adjournment**

**PLANNING COMMISSION**

1. **Renley Rae Prelim Plat** – Applicant is requesting a preliminary plat approval on the corner of Klenc and Morsani Rds. The property is zoned R-3(Residential) on 30.46 acres. Parcel #: 830-37722-000.

**Josh Crain motioned to approve and add landscape Plan to listed conditions.**

**Second by Donnie Davis**

Motion Passes Unanimously

The Developer Agreement will Move to the Next City Council Meeting for final approval.

2. **Hugg & Hall Parking Lot LSD** – Applicant is requesting a large-scale development at 331 Agnes Dr. The property is zoned C-2(General Commercial) on 12.32 acres. Parcel #: 830-37613-004 and 830-37613-003.

The parking lot of Hugg & Hall is being remediated to restore parking and storage areas from operational deterioration associated with Hugg & Hall's heavy equipment rental business. Existing gravel areas will be top-dressed with new gravel to fill in low spots and improve drainage, paved parking to the south will be expanded by 22 parking spaces, and the existing drainage channel along the west property line will be regraded to ensure proper drainage from the site.

The proposal will bring the parking lot up to current landscape code with the addition of perimeter trees and plantings in the parking island. Note, no new building or building expansion is proposed, only landscape codes associated with the parking areas were considered.

James Dean motioned to approve the L.S.D. Parking.

Second by Josh Craine

Motion Passes Unanimously

- 3. Verizon Cell Tower Review – Applicant is requesting a large-scale development at 1853 W Henri De Tonti Blvd. The property is zoned C-2(General Commercial) on 7.60 acres. Parcel #: 830-37879-200.**

Verizon Wireless is requesting Preliminary Large-Scale Development (LSD) approval to construct a 195' monopole communications tower on a 7.59 AC parcel located just south of HWY 412 and west of S Pianalto RD. The applicant would be leasing a portion of the property with the lease agreement totaling 5,625 sq.ft. located in the northwest corner of the parent tract. Access to the project site from HWY 412 is proposed through an access easement.

NOTE: The tower has been relocated to the northwest corner of the property per agreement with City Council on September 17th , 2024, during the CUP appeal.

Candy Black motioned to approve the L.S.D.  
Second by Josh Craine

Motion Passes Unanimously

- 4. Discussion of Tontitown, Arkansas Code of Ordinances update: Chapters 152 -Development and Subdivision Regulations and 153 – Zoning Regulations.**

**Josh Craine motioned to approve and move the next City Council Meeting.  
Second by James Dean**

**Motion Passes Unanimously**

- 5. Discussion of 152.151 Design Standards for Large-Scale Developments (E)(1) Material-Definitions of Primary Materials/Trim.**

**James Dean motioned to approve and move the next City Council Meeting.  
Second by Josh Craine**

**Motion Passes Unanimously**

- 6. Discussion Only- Halff and Associates/Maalfi Commercial lot.**

Property is zoned R3, but the south part of property is in question because it is owned by the city of Tontitown and is being used as part of the Police Department. So, they need feedback on how to move forward with the parking setback requirements, possibly requesting a setback waiver from 25 ft. to 10 ft.

### Adjournment

PLANNING COMMISSION ITEMS, IF APPROVED, TO COMMITTEE OF THE WHOLE (COW) MEETING  
November 5, 2024.

1. **Discussion of Tontitown, Arkansas Code of Ordinances update:** Chapters 152 -Development and Subdivision Regulations and 153 – Zoning Regulations.
2. **Discussion of 152.151** Design Standards for Large-Scale Developments (E)(1) Material-Definitions of Primary Materials/Trim.

### Comments from Staff

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

### Comment from Planning Commission

#### Josh Craine

1. He did read the email Mr. Lovett sent and it is interesting that they cited the landfill in North Carolina actually does cause harmful effects, so they recognize there's a problem and they're seemingly doing nothing about it and we have a document right here.
2. Learned something new with the R3 and R3L and may need to be changed.
3. GO VOTE.

Quote:

“You miss 100% of the shots you don't take”

Wayne Gretzky

Kevin Boortz

1. Please Vote
2. Thanks for attending tonight's meeting.

**Adjournment- All in Favor**



**Public Hearing and Planning Commission  
Meeting October 22, 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](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>

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**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](mailto:permits@tontitownar.gov).**