



CENTERTON PLANNING COMMISSION
September 5, 2023 @ 6:00 PM
AGENDA

Public comment period after the introduction of each agenda item

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES –**
 - A. Planning Minutes – 08/15/2023
4. **RATIFICATION OF ADMINISTRATIVE APPROVALS**
 - A. **TS23-13 BURNETT**- Punkin Hollow Rd. (County/ Parent Tract: 0.43/ Tract 1: 0.17/ Tract 2: 0.13/ Tract 3: 0.13) *Owner: Charles & Dianne Burnett; Surveyor: Blew Associates, Nikki Littrell (Planner: KKnight)*
 - B. **TS23-14 SIGNATURE BUILDERS**- 488 W. 2nd St. (City/ Parent Tract: 37.71/ Tract 1: 3.54/ Tract 2: 5.58/ Tract 3: 28.59) *Owner: Signature Builders, David Donahue; Surveyor: Michael Million (Planner: DMorrisonLloyd)*
 - C. **MSI23-03 ROLANDOS FOOD TRUCK COURT- Additional Storage for Food Trucks**- 700 W Centerton Blvd (Zoned C-2/ 1 Ac) *Owner: Rolando Enriquez Engr: Odyssey Engineering, Molly Robb (Planner: DMorrisonLloyd)*
5. **OLD BUSINESS**
 - A. **VAC23-02 HENSON - Request to vacate 15 ft of UE/DE** - 101 Florence Dr- (Zoned R2/ Lot 69/Tuscany Subdivision) *Owner: David & Stacia Hanson (Planner: ENystrom)*
 - B. **DEV23-07 CASA CASTILLO DAYCARE – Adjacent Street Agreement Approval** – 148 Seba Rd (Zoned C-3 / PUD/2.83 Ac) *Owner: Terra Rose Properties LLC, Josh Isabell; Engr: Bates & Assoc, Geoffrey Bates; (Planner: KKnight)*
6. **NEW BUSINESS**
 - ORD** A. **{PUBLIC HEARING} Zoning Code Section 14.04.04 Zoning Districts, subsections (J) RTH-D Residential Townhomes Duplex and (K) RTH-MF12 Residential Townhomes Multi-Family**
 - B. **SUB22-12 KINYON PLACE– Preliminary Plat** - NW/c of Kinyon and Keller Rd-(Zoned R3-SF / 40 Ac / 151 SF Lots) *Owner: Paul Pinkley; Engr: ECE, Jason Ingalls (Planner: DMorrisonLloyd)*
 - Preliminary Plans
 - Adjacent Street Agreement
 - ORD** C. **SUB23-07 PRAIRIE BROOK PH 5 - Final Plat & Plans**- NE Intersection of Tycoon Rd. and Bush Rd.- (Zoned R3- SF/ 7.72 Ac/ 41 Dwelling Lots) *Owner: Schuber Mitchell Homes, LLC; Engr: Anderson Engineering (Planner: DMorrisonLloyd)*
7. **OTHER BUSINESS**
8. **ANNOUNCEMENTS**
 - A. **APAC Training Course 4: Subdivisions – Wed, 9/6/2023 @ 6:00-9:00 pm (Webinar)**
 - B. **Next Council Meeting: 09/12/2023 @ 6:00 PM**
 - C. **Next PC Meeting: 09/19/23 @ 6:00 PM**
 - D. **Next Tech Review Meeting: 09/21/23 @ 2:00 PM (Zoom)**
9. **ADJOURN**

NOTE: Although every effort on the part of the Planning Dept. is made to assure every Agenda is accurate and precise, periodically, for unforeseen circumstances out of our control, items and/or public hearings appearing on this agenda may become withdrawn, request to be tabled/moved to the next agenda, or subject to change with little to no notice. Citizens are encouraged to call City Hall/Planning Dept. (479-795-2750-option 4) to verify if an item of interest remains scheduled to be heard on this date.



**PLANNING COMMISSION
MINUTES OF MEETING
September 5, 2023**

1. CALL TO ORDER

The Meeting of the Centerton Planning Commission was called to order by Planning Chairman Jeff Seyfarth at 6:00 P.M.

2. ROLL CALL

Those present and answering Roll Call were Jeff Seyfarth, Tony Davis, John Sessoms, Ben Lewis, Craig Langford, Devin Murphy, Brandon Swoboda, and Jerry Harris. Joey Ingle was absent. Others in attendance for the city were: City Planning Director Lorene Burns, Planner I Kayla Knight, City Engineer Alan Craighead, Fire Marshal Paul Higginbotham, City Attorney Brian Rabal, and Planning Assistant/ Recorder Samantha Hartman.

3. APPROVAL OF MINUTES

Commission Chair Jeff Seyfarth introduced the minutes of the Planning Commission meeting from August 15, 2023, and asked Commissions if anyone had questions or concerns.

Jerry Harris made a motion to approve the minutes from the August 15, 2023, Planning Commission Meeting, with a second from John Sessoms. No members were opposed, and the motion was carried.

4. RATIFICATION OF ADMINISTRATIVE APPROVALS

- A. **TS23-13 BURNETT-** Punkin Hollow Rd. (County/ Parent Tract: 31.71 ac / Tract 1: 3.54 ac / Tract 2: 5.58 ac / Tract 3: 28.59 ac) *Owner: Charles & Dianne Burnett; Surveyor: Blew Associates, Nikki Littrell (Planner: KKnight)*

- B. **TS23-14 SIGNATURE BUILDERS-** 488 W. 2nd St. (Zoned R3-MF Parent Tract: 0.43 ac / Tract 1: 0.15 ac / Tract 2: 0.14 ac / Tract 3: 0.14 ac) *Owner: Signature Builders, David Donahue; Surveyor: Michael Million (Planner: DMorrisonLloyd)*
 - The way the plat was split, the owner can only do R3-SF as stated on the plat.

C. MSI23-03 ROLANDOS FOOD TRUCK COURT- Additional Storage for Food Trucks- 700 W Centerton Blvd (Zoned C-2/ 1 Ac) Owner: Rolando Enriquez Engr: Odyssey Engineering, Molly Robb (Planner: DMorrisonLoyd)

- Lorene Burns requested to Table MSI23-14 Rolandos Food Truck Court due to the Owner, Rolando, wanting to keep an additional white trailer on premises which is not requested on the original Minor Site Improvement plan.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. John Sessoms made a motion to approve items A. and B. and Table item C. on the ratifications of Administrative Approvals with a second from Tony Davis. No members were opposed, and the motion was carried.

5. OLD BUSINESS

A. VAC23-02 HENSON- Request to vacate 15 feet of UE/ DE- 101 Florence Dr- (Zoned R2/ Lot 69/ Tuscany Subdivision) Owner: David & Stacia Henson (Planner: ENystrom)

Craig Langford motioned to bring HENSON- Request to vacate 15 feet of UE/ DE back to the table with a 2nd from Ben Lewis. No Planning Commissioners were opposed, and Motion was carried.

- The owner of the property, David Henson, was present for any questions.
- Kayla Knight gave staff updates.
 - ◆ Malcolm Attwood from Centerton Utilities confirmed the Water Main is not an issue.
 - ◆ The owner amended their request asking for a 4.5 Feet width reduction as opposed to the 9 feet that was originally proposed.
 - ◆ Black Hills Energy asks for a 36-inch clearance and the updated plat will give a 5.7-foot clearance.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. John Sessoms made a motion to Approve VAC23-02 Henson as amended in detail with a 2nd from Ben Lewis. No Planning Commissioners were opposed, and Motion was carried.

B. DEV23-07 CASA CASTILLO DAYCARE – Adjacent Street Agreement Approval – 148 Seba Rd (Zoned C-3 / PUD/2.83 Ac) Owner: Terra Rose Properties LLC, Josh Isabell; Engr: Bates & Assoc, Geoffrey Bates; (Planner: KKnight)

John Sessoms motioned to bring DEV23-07 Casa Castillo Daycare back to the table with a 2nd from Craig Langford. No Planning Commissioners were opposed, and the Motion was carried.

- The owner of Casa Castillo is requesting that the Adjacent Street Agreement be approved for this development since it does not have a direct impact on Main St. or Seba Rd. Planner 1 Kayla Knight suggested that any approval should be contingent on having to come back when future phases of the development come in and should require an updated traffic study.
 - ◆ The development will provide full connection from Chattie to Main St (including sidewalk on both sides).
- City Staff agree, pending Main Street and Seba improvements with future development.
- Jeff Seyfarth suggested creative engineering for future phases to soften utility costs.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Tony Davis made a motion to Approve DEV23-07 Casa Castillo Daycare – Adjacent Street Agreement as presented contingent on further street improvements to be decided with future developments with a 2nd from Ben Lewis. No Planning Commissioners were opposed, and the Motion was carried.

6. NEW BUSINESS

A. {PUBLIC HEARING} Zoning Code Section 14.04.04 Zoning Districts, subsections (J) RTH-D Residential Townhomes Duplex and (K) RTH-MF12 Residential Townhomes Multi-Family

- Lorene Burns gave the staff report:
 - Proposed Updates to RTH-D:
 - ◆ Add maximum density requirements up to 7 units per acre
 - ◆ Change RTH-D to RTH-2 (Signifying there is 2 Units)
 - ◆ Fire Chief, Paul Higginbotham gave an update on the Fire Code to explain what is needed for a Duplex vs. a Townhome.
 - Twin Homes each family owns 1-side, and they are attached. Held to a higher standard and has to have a sprinkler system.
 - Duplex, 1 person owns the whole structure and they rent out a portion.
 - ◆ Allow Rear loading garages and access alley in both RTH-D & RTH-MF12
 - Rear loaded: 5- Foot from the property line or 5- foot from edge of alley.
 - Minimum alley or access easement width: 20 Feet
 - Street parking availability
 - The Planning Commission suggested to add designated parking area.
 - ◆ Change of side setback from 10 Feet to 7 Feet to be consistent with single family homes.
 - ◆ Change rear setback from 25 feet to 20 feet to keep consistent

- with low density zoning.
- ◆ Block length
 - The Lesser of 20 units or 660 Feet (unless approved by City Staff)
 - Requesting that City Staff can administratively approve up to 25% additional length, being up to 825 feet, so less Variances are brought to the Planning Commission.
 - City Engineer, Allan Craighead, explained all 3, 4, 5, 6 duplexes are under 800 feet.
 - A break in housing is only road access not detention ponds or green space. The goal is to keep cars traveling slower through neighborhoods.
 - 4 groups on 5-plex is 740 feet.
 - The largest is the twin homes- 780 feet.
- ◆ Maximum building area- 50%
 - Brandon Swoboda thought residents would not be happy limiting buildable area to their purchased property.
 - City of Bentonville Maximum Buildable Lot- 50%
 - Allan Craighead mentioned if you have a 40 x 100 lot with the setbacks, buildable lot is already less than 50%
- ◆ Remove architectural treatment and square footage requirement to not conflict with a law that is in place (est. 2021) to dictate what a single family is.
- ◆ Accessory building- Matching R-3 district.
- ◆ Parking- 1 covered (minimum), 2 total (Minimum) with a connection to a driveway.
- ◆ Width requirement is 2 feet wider than the garage and length is 25 feet from the sidewalk.
- ◆ The building code was amended that the previous City Council Meeting.
 - Added must be sprinkled and comply with Chapter 11.36 of the Centerton Municipal Fire Code.
- Proposed Updates to RTH-MF12:
 - ◆ Change RTH-MF12 to RTH- 5 to signify you can have up to 5 units together.
 - ◆ RTH-5= 9 Units per Acre
 - ◆ Change from 4,000 to 3,000 square feet per unit with a minimum lot width of 30 feet.
 - ◆ Reducing Front Load to 20 feet
 - ◆ Rear Loading with the 5 feet from property line or 5 feet from the edge of the alley Right of Way
 - ◆ Adding 2- feet pavement alley or access easement

- ◆ Changing the exterior side setbacks to 10 feet. Additional setbacks may be necessary for easement.

The commissioners had no questions and Jeff Seyfarth entertained a motion. Craig Langford made a motion to open the public hearing with a second from John Sessoms. No members were opposed, and the public hearing was opened.

- No public comments

Ben Lewis made a motion to close the public hearing with a second from Tony Davis. No members were opposed, and the motion carried.

Jeff Seyfarth asked if there were any recommendations to change Zoning Code Section 14.04.04 Zoning Districts, subsections (J) RTH-D Residential Townhomes Duplex and (K) RTH-MF12 Residential Townhomes Multi-Family

With no questions from the commissioners, Jeff Seyfarth entertained a motion. John Sessoms made a motion to recommend Council to Approve Zoning Code Section 14.04.04 Sections J and K as detailed with a 2nd from Devin Murphy. No members were opposed, and the motion was carried.

B. SUB22-12 KINYON PLACE– Preliminary Plat - NW/c of Kinyon and Keller Rd-(Zoned R3-SF / 40 Ac / 151 SF Lots) Owner: Paul Pinkley; Engr: ECE, Jason Ingalls (Planner: DMorrisonLloyd)

• Preliminary Plans

- Christopher Long from ECE was present for any questions.
- Kayla Knight gave the Staff report:
 - ◆ 146- lot single family subdivision
 - ◆ 40 Ac on the Northwest corner of Keller and Kinyon, directly North of Crystal Cove Phases 1-3
 - ◆ Zoned R3-SF with maximum density of 6 Units per acre therefore, 3.65 Units per Acre will be under
 - ◆ Development includes a detention pond on the northwest portion of the development and the lift station south of the detention pond.
 - ◆ Connect to city water from existing water line along Keller Rd and Kinyon Rd. The sewer lift station will connect to an existing manhole on the south side of Kinyon Rd. adjacent to Crystal Cove Ph 1-3
 - ◆ A wetlands assessment was completed for the property and no wetlands are present. The property is not adjacent to a floodplain.
 - ◆ They are requesting a dry detention pond located at the NW/C of the property that will collect stormwater from the east and discharge to an existing swale to the west of the property.
- **Adjacent Street Agreement**
 - ◆ Keller road is designated as a Minor Arterial on the MSP (90-foot

R.O.W) and Kinyon Rd is designated as a Major Collector on the MSP (80 Foot R.O.W)

- ◆ Half street improvements- The northside of Kinyon, along the development side will be widened to 19 feet back of curb from the centerline, curb, and gutter, and a 10-foot trail. Storm drains will also be provided along both Kinyon Rd and Keller Rd.
 - ◆ The adjacent development to the south, Crystal Cove, is installing a 25-foot-wide asphalt road with roadside ditches.
 - ◆ Keller Road will widen from existing pavement edge to the planned 19 foot back of curb (approximately 4 feet of widening)
 - ◆ Streetlights will be installed at the entrances to the subdivision.
 - ◆ The property to the east is not owned by anyone as of now, therefore no street improvements are being made.
 - ◆ 12-foot McKissic Springs Loop trail runs along the west side of Keller Rd. The development includes a 12-foot trail along Keller Rd.
- **Landscaping**
 - ◆ The Planning Commission needs to see an accurate Tree Preservation Plan.
 - ◆ The plan that was given does not show what is being saved versus what will be removed. The current plan shows all trees being protected and preserved.
 - ◆ The Planning Commission requested that as many existing trees as possible be preserved.
 - ◆ The Planning Commission needs to see street trees sheet.

With no questions from the commissions, Jeff Seyfarth entertained a motion. John Sessoms recommended to Table Final Plat for SUB22-12 KINYON PLACE– Preliminary Plat with a 2nd from Ben Lewis. No members were opposed, and the motion was carried.

C. SUB23-07 PRAIRIE BROOK PH 5 - Final Plat & Plans- NE Intersection of Tycoon Rd. and Bush Rd.- (Zoned R3- SF/ 7.72 Ac/ 41 SF Lots) *Owner: Schuber Mitchell Homes, LLC; Engr: OWN Engineering (Planner: DMorrisonLloyd)*

- Michael Berry representing Schuber Mitchel Homes was present.
- Josh Collins representing OWN Engineering was present.
- Kayla gave a staff report:
 - ◆ Final phase of the development
 - ◆ This phase consists of 41 buildable lots (Lots 150-190)
 - ◆ Density of 5.31 units per Acre
 - ◆ Property is zoned R3-SF with a maximum density of 6 units per acre.
 - ◆ The detention pond was used as a sediment pond for the first four (4) phases and has been completed to fully function as a detention pond with this phase.

- ◆ A performance bond of \$280,740,000 was held for the completion of the pond and was subsidized smaller for maintenance.
- ◆ Final Site inspection was held on 8/10/2023 and the site is complete with minor repairs needed.
- ◆ Staff recommends that the final approval is contingent upon the completed items and a follow-up inspection.
- ◆ Covenants were completed with phase 1 of the subdivision.
- ◆ Adjacent Street construction was completed with phase 1 and the R.O.W was dedicated.
- ◆ Remaining comments for the Record Drawings- Centerton Utilities
- ◆ Minor Comments remaining on the Final Plat
- ◆ Hydrant Map and GPS Map needed.
- ◆ Still items needed:
 - Sign- According to Alan Craighead, sign toppers have been taking 3 months to come in.
 - Nut for a fire hydrant
 - The rest of the questions should be answered by the end of week.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Tony Davis made a motion to Approve the SUB23-07 PRAIRIE BROOK PH 5 - Final Plat & Plans per the contingency of outstanding comments of the Record Drawings and the Final Plat with a 2nd from Craig Langford. No members were opposed, and the motion was carried.

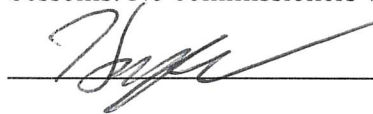
7. ANNOUNCEMENTS

- Next Council Meeting: 09/12/2023 @ 6:00 PM
- Next PC Meeting: 09/19/2023 @ 6:00 PM
- Next Tech Review Meeting: 09/21/23 @ 2:00 PM (Zoom)
- Greenhouse Expansion Public Meeting: 10/2/23 @ 4-7 PM (Bentonville Community Center)

8.

9. ADJOURN

Devin Murphy made a motion to adjourn the meeting at 7:13 PM, with a 2nd from John Sessoms. No commissioners were opposed, and the meeting was adjourned.



Jeff Seyfarth- Planning Chair
Centerton Planning Commission

Minutes Prepared By: Samantha Hartman