



ORD

CENTERTON PLANNING COMMISSION
NOVEMBER 21, 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 – 11/07/2023
4. **RATIFICATION OF ADMINISTRATIVE APPROVALS**
5. **OLD BUSINESS**
6. **NEW BUSINESS**
 - A. **DEV21-08 CHRISTIAN LIFE CENTER – Adjacent Street Agreement** - W side of Gamble Rd north of Valley Oaks Subdivision (Zoned R3-SF w/CU20-11 for Place of Worship; 2.80 Ac) *Applicant: James King; Engr: HALFF, Dirk Thibodaux (Planner: KKnight)*
 - ORD B. **TS23-18 2188 LLC- Dedicating ROW Along Kimmel & Buckhorn Flats Rd** - SW Intersection of Kimmel Rd and Buckhorn Flats Rd. (Zoned R4-MF/ Parent Tract: 26.65 Ac/ Tract 1: 21.65/ Tract 2: 5.0 Ac) *Owner: 2188 LLC; Surveyor: Crafton Tull (Planner: KKnight)*
 - C. **{PUBLIC HEARING} CU23-06 DRIGGS – Additional Dwelling Unit** – 217 Hailey Dr (Zoned R3-SF/ Lot 17 Southfork Addition Ph 3/ .24 Ac) *Applicant: Oliver Builders LLC, Elizabeth Bean; Owners: Steve & Megan Driggs (Planner: KKnight)*
 - ORD D. **SUB21-07 OAKMONT SUBDIVISION- Final Plat & Plans-** Hwy 279- North of Windsong Subdivision (Zoned R-2/ 18.61 Ac/ 62 Dwelling Homes) *Owner: Leigh A. Walker; Engr: Jorgensen + Associates; Jared S. Inman (Planner: ENystrom)*
 - E. **DEV22-04 HARP’S-Preliminary Plans-1250 W Centerton Blvd** (Zoned C-2/ 12 Ac) *Owner: Harp’s Food Stores, Inc, Sarah Hopper; Engr: Engineering Services, Inc, Brandon Rush (Planner: DMorrisionLloyd)*
7. **OTHER BUSINESS**
 - A. **PLANNING FEE SCHEDULE - PROPOSED CHANGES**
8. **ANNOUNCEMENTS**
 - A. **Next Council Meeting: 12/12/2023 @ 6:00 PM**
 - B. **Next PC Meeting: 12/05/2023 @ 6:00 PM**
 - C. **Next Tech Review Meeting: 12/21/2023 @ 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for unforeseen circumstances out of our control, items and/or public hearings appearing on this agenda may become withdrawn, request to be tabled/moved to the next agenda, or subject to change with little to no notice.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
NOVEMBER 21, 2023**

1. CALL TO ORDER

The Meeting of the Centerton Planning Commission was called to order by Planning Chair Jeff Seyfarth at 6:15 P.M.

2. ROLL CALL

Those present and answering Roll Call were Jeff Seyfarth, Joey Ingle, Tony Davis, John Sessoms (Zoom), Ben Lewis, Craig Langford, Devin Murphy, Brandon Swoboda, and Jerry Harris. Others in attendance for the city were: Planner Dianne Morrison Lloyd, Planner Kayla Knight, Planner Erik Nystrom, Mayor Bill Edwards, City Attorney Brian Rabal, and Planning Assistant/ Recorder Samantha Hartman.

3. APPROVAL OF MINUTES

A. Planning Minutes – 11/07/2023

With no questions or comments from the commission, Jeff Seyfarth entertained a motion. Joey Ingle motioned to approve the PLANNING COMMISSION MINUTES FROM NOVEMBER 7, 2023, with a second from Joey Ingle. No members were opposed and the motion carried.

4. NEW BUSINESS

A. DEV21-08 CHRISTIAN LIFE CENTER – Adjacent Street Agreement – W. side of Gamble Rd., North of Valley Oaks Subdivision (Zoned R3-SF w/ CU20-11 for Place of Worship/ 2.80 Ac) Applicant: James King; Engr: HALFF, Dirk Thibodaux (Planner: KKnight)

- ◆ Planner, Kayla Knight presented the staff report.
 - Large- scale development received approval on 6/01/2021 contingent on remaining staff comments being addressed and approval of the Adjacent Street Agreement on 12/21/2021. The project received a 1-year extension of approval for the LSD on 9/19/23.
 - On August 24, 2022, Christian Life Centerton and the Centerton Staff agreed that CLC would do the following improvements with no additional Fee-In-Lieu.
 - Construct a 2-foot gravel shoulder adjacent to Gamble Road

- Regrade a swale to accommodate stormwater flow.
- Install street trees, streetlights, and sidewalk adjacent to Gamble Road.
- Extend storm pipe from their detention pond to connect to Valley Oaks storm system.
- Centerton Planning Commission approved the agreement.

With no other comments or questions from the commission, Jeff Seyfarth entertained a motion. Joey Ingle motioned to approve DEV21-08 REVISED Christian Life Center-Adjacent Street Agreement to negate the Fee-In-Lieu and construct limited improvements instead, with a second from Craig Langford. No members were opposed, and the motion carried.

B. TS23-18 2188 LLC- Dedicating ROW Along Kimmel & Buckhorn Flat Rd. (Planner: KKnight)

- ◆ Planner, Kayla Knight presented the staff report.
 - The plat is for a property line adjustment between The Dunes at Prairie Valley and the Concrete Plant.
 - The property line for The Dunes at Prairie Valley and the Concrete Plant will shift 50 feet to the west along northwest side of Tract 2 and the south property line of Tract 2 will move 59 feet.
 - 50 feet of Right of Way will be dedicated along Kimmel Rd and Buckhorn Rd across both parcels.
 - A 10-foot Utility Easement will be dedicated along Kimmel Rd and 20-foot Utility Easement will be dedicated along Buckhorn Flats Rd.

With no other comments or questions from the commission, Jeff Seyfarth entertained a motion. Tony Davis motioned to approve TS23-18 2188 LLC - Dedicating ROW Along Kimmel & Buckhorn Flat Rd, with a second from Ben Lewis. No members were opposed, and the motion carried.

C. {PUBLIC HEARING} CU23-06 DRIGGS – Additional Dwelling Unit - 217 Hailey Dr. Lot 17, Southfork Addition PH 3 (Planner: KKnight)

- ◆ Owner and Applicant of the property, Steve Driggs, was present.
 - Wants to convert a detached garage to living quarters for his in-laws.
 - It currently has electric, water, and plumbing.
- ◆ Planner Kayla Knight presented the staff report.
 - The applicant is requesting Conditional Use to allow an existing detached garage on the property to be converted into a living space (640 Sq Ft) as an Accessory Dwelling Unit (ADU).
 - Per Title 14, ADUs must be conditionally approved.
 - The footprint of the garage will not be changed by converting the garage to a dwelling.

- The property is zoned R3-SF and is surrounded by R3-SF. It is located in Southfork PH 3, west of City Hall, Court Building, Police Department and Fire Station #1. To the north is C-2 including the Centerton Family Eye Care.
- Covenants were filed in 1997 for Southfork Phases 1 & 2, but not sure if they are applied to this phase since this is phase 3.
 - Part of the covenant refers to dwelling units.
 - Covenants are a private agreement, so we can't enforce them.
- Centerton Utilities Director Malcolm Attwood had one outstanding comment.
 - Where is the existing location of the sewer service and clarification on if connection will be to the existing meter.
- The only condition staff requests is to make sure they obtain all of their permits from the Building Department.
- Joey Ingle asked where the plumbing is located.
 - On the back left of the structure was an existing sink.

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 Devin Murphy. No members were opposed, and the public hearing was opened.

No Public Comments. No other public comments were received by staff.

Joey Ingle made a motion to close the public hearing for CU23-06 with a second from Tony Davis. No members were opposed and the motion carried.

- ◆ Joey Ingle asked if the detached garage was on a separate lot or the same lot as the house?
 - Separate lot and share a driveway.

With no other questions from the commission, Chair Jeff Seyfarth entertained a motion. Joey Ingle motioned to approve CU23-06 DRIGGS- ADDITIONAL DWELLING UNIT with the outstanding comments from Malcolm on clarification of the sewer service for an indefinite period and contingent upon all Building Permits obtained, with a second from Craig Langford. In a Roll Call vote, all commission members voted in favor and the motion carried.

D. SUB21-07 OAKMONT SUBDIVISION- Final Plat & Plans- Hwy 279- North of Windsong Subdivision (Planner: ENystrom)

- ◆ Jared Inman from Jorgensen Engineering was present.
 - No outstanding comments and everything has been provided.
- ◆ Planner Erik Nystrom presented the staff report.
 - Applicant is requesting Final Approval for the Oakmont Subdivision located on Hwy 279, ¼ mile south of Grimsley Jr High School.

- Bordered by Bentonville City Limits on the north, south, and west.
- Consists of 62 Buildable Lots and 2 Detention Ponds and zoned R3-SF
- Density of 3.33 units per acre.
- Developer provided a Fee-In-Lieu for:
 - 8 feet widening on Vaughn Road, curb and gutter, and the extension of sidewalk to the northern property line due to steep grading.
- The Drainage Bond is \$337,506.00 for 50% for 2 years.
- A Performance Bond of \$3,010.00 will be provided for planting 12 trees Due to ARDOT restraint along Hwy 279. The trees will be planted on home lots 1-5, 31-37, 60-62 in the subdivision. They will be on the front corners between the lots. This will be done after the homes are constructed and will be noted in the final plat. This will be cited on the Final Plat as well.
- Sidewalks were constructed by the developer along all areas other than individual home lots.
- The property to the west of Oakmont has dedicated a 22' x 425' easement abutting the west side of the subdivision for temporary emergency vehicle turn around. It will be removed when future road connections are made.
- Centerton staff has approved:
 - Final Plat
 - Record Drawings
 - Warranty Bonds
 - Performance Bond
 - Fee-In-Lieu
 - Covenants contingent upon making some minor grammatical changes.

With no other questions from the commissions, Jeff Seyfarth entertained a motion. Craig Langford motioned to approve SUB21-07 OAKMONT SUBDIVISION- FINAL PLAT AND PLANS WITH THE WARRANTY AND PERFORMANCE BONDS WITH FEE- IN- LIEU AND COVENANTS with a second from Ben Lewis. No members were opposed, and the motion carried.

E. DEV22-04 HARP'S – Revised Preliminary Plans – 1250 W Centerton Blvd (Planner: DMorrisonLloyd)

- ◆ Brandon Rush from ESI was present.
 - Site modifications from the previously approved Variance to parking space requirement.
- ◆ Planner Dianne Morrison Lloyd presented the staff report.
 - BZA just approved the 145 parking spaces.

- Centerton Planning Commission approved the Harp's previous Preliminary Plans on October 4, 2022
 - Plans were amended requiring reapproval.
 - The fuel station has been moved to the west and the building has moved to the south and the detention pond size has increased.
- Harp's is located at the intersection of W Centerton BLVD and N Vaughn Rd. A proposed major collector will connect the existing N Vaughn Rd through to N Steepro Dr. A roundabout at the intersection is proposed in ARDOT's expansion of W Centerton BLVD.
- Timber Ridge PH 2 constructed a substantial portion of Steepro with the City constructing the remaining approximate 300 feet to connect from Timber Ridge PH 2 to the northern property line of Harp's to provide the full collector.
- A drainage pond will be constructed in the NW corner of the property. Drainage along the southern portion of the property along Centerton Blvd is routed through drainage swales.
- ◆ Joey Ingle asked about elevations and Right of Way.
 - The City will be working with ESI with off-site grading for elevations.
 - Right of Way on the west side was already dedicated on a Tract Combination plat.
- ◆ Brandon Swoboda asked about the middle entry onto Centerton Blvd.
 - The city staff is not happy, but ARDOT has approved the entry as a right in and right out.
 - Traffic control – Commission stated that a triangle bump is needed for No Left Turn
- ◆ This development requires a water line extension along the west side of the property.
 - Sarah Hopper asked will they receive money back once others tie into the line.
 - Joey Ingle replied that he believes the answer is no but to speak to Malcolm Attwood at the Water Department and he can give you more answers to that question.
 - Joey Ingle spoke how the extension of the water line helps with back feeding and fire suppression.

With no other questions from the commissions, Jeff Seyfarth entertained a motion. Tony Davis motioned to approve DEV22-04 HARP'S PRELIMINARY PLAN WITH TRAFFIC FEATURE AND SIGNAGE TO THE SOUTH AS DISCUSSED with a second from Joey Ingle. Roll Call vote with all commission members voted in favor. The motion carried.

5. OTHER

A. PLANNING FEE SCHEDULE – PROPOSED CHANGES

- ◆ Kayla Knight presented the proposed fee schedule changes.

- Rezones
 - Bentonville, Bella Vista, Lowell, and Springdale all charge about \$300.00 or more
- Public Notice Signs cost us approximately \$6.71 per sign (including the stake).
 - Surrounding towns charge \$5.00 per sign.
 - The Planning Commission asked why not charge \$7.00.
- Staff would like to add an Application Fee for the Large-Scale Development Finals
- Change Small Scale Development to Minor Site Development
 - Already use lingo but to keep everything consistent need to change on the Fee Schedule.
- Add a Change Order Submittal Fee
 - \$100.00
 - Joey Ingle said this charge could get hairy without wanting to pay.
- Add wording to Subdivision Finals
 - After 2 Final Inspections, an additional charge is required for each additional inspection that is needed to pass.
 - Joey Ingle said we should clarify how many inspections the fee(s) include.
- Add additional wording for clarification for amended and corrective plats
- Final inspection fees listed.
- 30 Day RV parking permit
 - Jeff Seyfarth asked who is going to monitor it? Why is it in Planning?
 - Tony Davis said this has no enforcement.
 - Dianne Morrison Lloyd said it's normally a Conditional Use.

With no other questions from the commissions, Jeff Seyfarth entertained a motion. Devin Murphy motioned to SET A PUBLIC HEARING FOR THE PROPOSED PLANNING FEE SCHEDULE FOR 2024 with a second from Joey Ingle. No members were opposed, and the motion carried.

6. ADJOURN-

Devin Murphy made a motion to adjourn the meeting at 7:04 PM, with a 2nd from Joey Ingle. No commissioners were opposed, and the meeting was adjourned.

~~Jeff Seyfarth - Planning Chair~~
Centerton Planning Commission

Joey Ingle - Vice Chair

Minutes Prepared By: Samantha Hartman