



CENTERTON PLANNING COMMISSION
OCTOBER 17, 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 – 10/03/2023
4. **RATIFICATION OF ADMINISTRATIVE APPROVALS**
 - A. **MSI23-06 CENTERTON COMMONS – Addition of Water Line –** 11301 W AR 72 Hwy (Zoned C-2, 22.65 Ac/ Currently Used as Soccer Fields) *Engr/Repr: CEI, Ryan Clark/ Nate Bachelor; Owner: Centerton Commons, LLC, Heimata Rutgers (Planner: KKnight)*
5. **OLD BUSINESS**
 - A. **DEV23-05 FAIR STREET VILLAGE MOBLE HOME PARK – Preliminary Plans -** 280 Fair St.; Zoned R3-MF; Existing Mobile Home Park; 1.5 Ac; *Owner: Guy & Teresa Torelli (Planner: DMorrisonLloyd)*
 - **Preliminary Plans**
 - **Adjacent Street Agreement**
6. **NEW BUSINESS**
 - A. **SUB21-09 BIG SKY PH 2 – Final Plat –** 11871 Walters Rd (Zoned R-2/ 27.84 Ac/ 55 Dwelling Units/ 2 Unbuildable Lots) *Engr/Repr: ECE, Jason Ingalls; Owner/Apl: Big Sky Ph 2 LLC, Gavin Edwards (Planner: DMorrisonLloyd)*
 - B. **SUB23-01 ELEGANCE AT KINYON- Preliminary Plans-** Kinyon Rd. (Zoned RTH-MF12/ 30.06 Ac/ 205 Dwelling Lots) *Owner: Kinyon, LLC; Engr: Lemons Engineering (Planner: DMorrisonLloyd)*
 - C. **SUB23-05 PARISE SUBDIVISION- Preliminary Plat & Plans-** 1601 Bliss St. (Zone R-3-SF/ 12.24 AC/ 38 Dwelling Units) *Owner: Sreenivas Parise; Applicant/ Engr: Bates & Associates, Jake Chavis (Planner: ENystrom)*
7. **OTHER BUSINESS**
8. **ANNOUNCEMENTS**
 - A. **APAC Training Course 6: Advance Planning Tools – Wed, 11/8/2023 @ 6:00-9:00 pm (Webinar)**
 - B. **Next Council Meeting: 11/14/2023 @ 6:00 PM**
 - C. **Next PC Meeting: 11/07/2023 @ 6:00 PM**
 - D. **Next Tech Review Meeting: 10/26/2023 @ 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for unforeseen circumstances out of our control, items and/or public hearings appearing on this agenda may become withdrawn, request to be tabled/moved to the next agenda, or subject to change with little to no notice.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
October 17, 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, Joey Ingle, Craig Langford, Devin Murphy, Brandon Swoboda, and Jerry Harris. Ben Lewis was absent. Others in attendance for the city were: City Planning Director Lorene Burns, Senior Planner Dianne Morrison Lloyd, Planner 1 Kayla Knight, Planner 1 Erik Nystrom, City Engineer Alan Craighead, Deputy Chief 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 October 3, 2023, and asked Commissions if anyone had questions or concerns.

John Sessoms made a motion to approve the minutes from the October 3, 2023, Planning Commission Meeting, with a second from Joey Ingle. No members were opposed, and the motion was carried.

4. RATIFICATION OF ADMINISTRATIVE APPROVALS

- **MSI23-06 CENTERTON COMMONS – Addition of Water Line – 11301 W AR 72 Hwy (Zoned C-2, 22.65 Ac/ Currently Used as Soccer Fields) Engr/Repr: CEI, Ryan Clark/ Nate Bachelor; Owner: Centerton Commons, LLC, Heimata Rutgers (Planner: KKnight)**
 - Planner 1, Kayla Knight gave the Staff update.
 - ◆ Project is located west of the proposed Storage World development.
 - ◆ The building was previously used as a gymnasium, and they would like to use it as retail and offices.
 - ◆ They need to add a Fire Suppression system per the Fire Department regulations.
 - Add an 8-inch water line from Highway 72 then connect it

- to a 6-inch water line that leads to the existing building.
- ◆ Currently on septic
- ◆ 20-foot utility easement will be dedicated along highway 72
- ◆ Currently the site has 52 parking spaces.
 - 29 parking spots in front of the building
 - 23 parking spots along Hwy 72
 - 3 ADA parking- Above standard
 - Future Parking is proposed on the plans for when the development expands in the future.
 - Planning Department would like to add a Condition for approval- one year after construction is complete, we should relook at parking.
- ◆ No change to drainage
- ◆ Currently the dumpster has no screening.
 - The Planning Department would like the dumpster screened.
 - PC consideration- Centerton Commons asked for a temporary wood screening until the next phase when they find a permanent placement for dumpster. The Planning Commission agreed.
- ◆ Clean up around the drainage area so it can flow properly.
- ◆ The site is abundant with trees and landscaping.
 - Add more landscaping around the front of the building.
- ◆ Agreed to dedicate 50 feet of Right of Way along Hwy 72 to match what Storage World dedicated per the Master Street Plan.
- ◆ 5-ft Pebble Path from the parking at Highway 72 down to the building so there is a safe pedestrian walkway.
 - Pebble verse concrete because they are going to have to access off the collector once that is finished and the pebble path will possibly be removed in the future.
- ◆ Per the Storage World Preliminary Plans and Plat Approval- Storage World will build the full Major Collector proposed along the west side of their property, except for a portion of the sidewalk along the west side of the road. When the Centerton Commons development expands in the future, it will be required to build the sidewalk along the major collector, and the sidewalk along Highway 72 to match the Master Street Plan.
 - If this development is built before Storage World, the city asks that this project will be required to cost- share for the proposed collector.
- Ryan Clarke from CEI was present to represent.
 - ◆ If a permanent screening is done around the dumpster, it will obstruct the drainage path and then drainage issues would occur in the parking lot.
 - ◆ Once the project gets fully developed, the dumpster will be put in a

better location and appropriate screening and landscaping will be done around the dumpster.

- Jeff Seyfarth asked how long do we let it linger before we revisit the plans to make a more permanent decision.
 - ◆ Lorene Burns reiterated a year and then we will see how much they have expanded and what they need for parking.
 - ◆ Lorene mentioned that a Minor Site Improvement was triggered because they are going from a Private Soccer Club to more of a public company.
 - ◆ Joey Ingle asked what mechanism we have to make them come back.
- Jeff Seyfarth asked for the Parking Lots to be marked.
- Revisit the gravel sidewalks and the dumpster enclosure in the future to ensure no further improvements are needed.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. John Sessoms motioned to approve the Ratifications of Administrative Approvals with comments mentions with a second from Joey Ingle. No members were opposed, and the motion was carried.

5. OLD BUSINESS

- **DEV23-05 FAIR STREET VILLAGE MOBLE HOME PARK – Preliminary Plans** - 280 Fair St.; Zoned R3-MF; Existing Mobile Home Park; 1.5 Ac; *Owner: Guy & Teresa Torelli (Planner: DMorrisonLloyd)*

Craig Langford motioned to bring DEV23-05 back to the table with a 2nd from Tony Davis. All members present voted Aye without negative, and Motion was carried.

- Owners and Applicants of the property, Guy and Teresa Torelli were present.
 - ◆ Met on Monday, October 16, 2023, at 10 A.M. with the Planning Department to discuss all requirements on the plans. The new plans reflect the main items that were discussed.
 - ◆ Most of the major concerns were able to be added to the plans currently shown between the meeting on Monday to this evening.
 - What homes are staying and which will be removed.
 - Access to Parking Spots
 - Connection to the city sewer
 - Solar Lighting- 5 lights
- Senior Planner, Dianne Morrison Lloyd gave the Staff update.
 - ◆ The Mobile Home Park has been in operation since the early 1980's and is considered a non-conforming use and structure.
 - ◆ The applicant has/—will be renovating 8 mobile homes and replacing 8 mobile homes. 16 mobile homes in total.
 - ◆ A Moving Permit was approved in 2022 for one mobile home to be removed and they have not found a replacement yet.

- ◆ The homes in spaces 3, 4, 6-8, and 12 are partially located in the building setbacks and will be required to be relocated to the buildable area if replaced, substantially damaged, or improved.
 - When their CAD professional comes back from vacation, they will add where the replacements will be on the plans.
- ◆ No additional utilities will be added.
 - Electric was updated in 2020 so all new homes can be electric.
- ◆ City Engineer, Alan Craighead approved the Drainage.
 - The parcel is in a Flood Plain
 - Water drains to the local creek.
- ◆ 34 parking spaces will be provided.
 - Work still needs to be done to straighten out the parking spots and where the guest spots will be located.
 - Each home will have 2 parking spots.
 - 2 guest spots
- ◆ Currently Fair Street is 40 feet of Right of Way, and they will dedicate an additional 5 feet of Right of Way to meet the Master Street Plan.
- ◆ Paving 20 feet of the apron per Title 9 with everything else gravel.
- ◆ Widen the drive at minimum of 20 feet all the way through.
- ◆ 20-foot General Utility Easement along the east side of Fair St to allow for future widening.
- ◆ Contingent issuance of a Flood Permit
- ◆ Existing trees will stay.
- ◆ Proposed 6 street trees along Fair Street
- ◆ Landscaping will be added to the entrance drive.
- ◆ 6-foot privacy fence along the North and East side of the property where it does not interfere with the existing trees
- ◆ Dumpster will be enclosed with a wooden fence (Agreed upon at the September 19th meeting)
 - Still deciding on the permanent location of the dumpster
- ◆ Joey Ingle and Jeff Seyfarth are proposing a fence on the East side of the property on the inside of the trees or waiting for the present homes to be moved.
- ◆ Additional details will be needed to propose where the 6-foot fence will go on the North-side.
 - The Planning Commission will let the Planning Department make the final decision on where the North-side fence will go.
- Jeff Seyfarth asked how long they will need to do the 20-foot Apron.
 - ◆ Guy Torelli asked where it should be placed on the to-do list?
 - ◆ Joey Ingle said it should be done at the same time as the parking area with the same contractor.
 - ◆ 6 months was agreed upon for getting the Apron done.

- Alan Craighead told the owners, Guy, and Teressa Torelli, they are responsible for anything tracked out of the location when the Apron before finished.
- Jeff Seyfarth reviewed the items that they want done contingent to the approval of this project.
 - ◆ North and East fence to work within the property line.
 - ◆ Gravel Apron should be done within 6 months of this approval.
- 2- year non formal reminder on the progress.
- Joey Ingle asked for the eastern fence to be noted by designed where it's built at a reasonable distance from the northern property, south from the northern property line, and then north from the southern property line and end it in a post and once the two units go, you can connect the dots and finish it.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Joey Ingle motioned to approve DEV23-05 Fair Street Mobile Home contingent upon the outstanding staff comments and the conversation we had tonight with a second from John Sessoms. No members were opposed, and the motion was carried.

6. NEW BUSINESS

- **SUB21-09 BIG SKY PH 2 – Final Plat – 11871 Walters Rd (Zoned R-2/ 27.84 Ac/ 55 Dwelling Units/ 2 Unbuildable Lots) Engr/Repr: ECE, Jason Ingalls; Owner/Appl: Big Sky Ph 2 LLC, Gavin Edwards (Planner: DMorrisonLloyd)**
 - Jason Ingalls with Expedient Civil Engineering was present.
 - Dianne Morrison Lloyd gave the staff update.
 - Located on the west side of Walters Road and south of Big Sky Phase 1.
 - 55 Buildable Lots and two Detention Lots
 - 2.63 Units per acre
 - They will have to mill and then -overlay and repave Greenhorne Road.
 - Schedules to start in the next couple of days due to pavement being wavy.
 - ◆ A Completion Bond of \$2,100.00 has been approved for a small segment of a sidewalk that needed to be completed because of the pedestals.
 - ◆ Bonds have been approved for Streets & Drainage
 - \$774,320.25
 - ◆ Bonds have been approved for Water & Sewer
 - \$523,352.50
 - ◆ Drainage has been approved by the City Engineer, Alan Craighead
 - There are two Detention Lots
 - One on the east side of the subdivision

- The larger one of 2.16 Ac on the southwest side of the subdivision will drain to an existing drainage path to the south of the property.
- ◆ Covenants were approved by the City Attorney, Brian Rabal as of yesterday.
- ◆ Adjacent Street Agreement
 - The developer has completed the widening of pavement to 19' with 9' of greenspace.
 - Constructed curb and gutter and a 10' sidewalk along the west side of Walters Road.
- ◆ All comments on the Final Plat have been fixed since writing the staff report.
- ◆ One lot has a building on it that was used for storage.
 - They will separate the lot when finish working.
- ◆ All Off-site Right of Way and improvements have been finished.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Tony Davis motioned to approve SUB21-09 Big Sky PH 2 Final Plat contingent upon the outstanding staff comments with the Record Drawings and a second from Joey Ingle. No members were opposed, and the motion was carried.

- **SUB23-01 ELEGANCE AT KINYON- Preliminary Plans-** Kinyon Rd. (Zoned RTH-MF12/ 30.06 Ac/ 205 Dwelling Lots) *Owner: Kinyon, LLC; Engr: Lemons Engineering (Planner: DMorrisonLloyd)*
 - Tim Lemons from Lemons Engineering was present.
 - Due to Code changes, a better product was produced.
 - Street was added East to West named, Lizzy Drive
 - Dianne Morrison Lloyd gave the staff update.
 - [Connection](#) between Crystal Cove PH 4 and Kinyon Springs Valley
 - 216 Single Family attached homes.
 - 7.18 Units per Acre proposed.
 - New Code allows up to 9 Units per [aereacre](#).
 - ◆ Utilities will hook up to an existing waterline on the south side of Kinyon and run through Crystal Cove PH 4.
 - ◆ There are wetlands located west on the Kinyon Springs Valley property.
 - Construction of the development will not disturb the wetlands nor the typical flow to the creek.
 - ◆ The Detention Pond will serve as the detention for Crystal Cove PH 4 as well.
 - Located on the west side of the subdivision, adjacent to Kinyon Springs Valley subdivision.
 - Drain to the Spavinaw Creek.

- Detention Pond will need to be finished before Crystal Cove PH 4 can begin.
- ◆ The subdivision will provide future connection to the south with potential to connect to highway 102 at the intersection of North Tycoon.
- ◆ Lapis Road on the south side of the subdivision will connect with Crystal Cove PH 4 and Kinyon Springs Valley, completing a connection from Keller Road to Highway 279.
- ◆ MacKinzie Drive will connect this subdivision to Kinyon Springs Valley on the northern end of the subdivision.
- ◆ Kinyon Road is designed as a Major Collector on the Master Street Plan

With no questions from the commissioners, Jeff Seyfarth entertained a motion. John Sessoms motioned to approve SUB23-01 Elegance at Kinyon- Preliminary Plans contingent upon the outstanding staff comments and a second from Devon Murphy. No members were opposed, and the motion was carried.

- **SUB23-05 PARISE SUBDIVISION- Preliminary Plat & Plans-** 1601 Bliss St. (Zone R-3-SF/ 12.24 AC/ 38 Dwelling Units) *Owner: Sreenivas Parise; Applicant/ Engr: Bates & Associates, Jake Chavis (Planner: ENystrom)*
 - Jake Chavis from Bates & Associates was present.
 - Erik Nystrom gave the staff review.
 - ◆ 12.24 Ac consisting of 48 single family lots.
 - ◆ Surrounded by other residential subdivisions to the east, west, and the north. Agricultural to the west and southwest.
 - ◆ Connect to Centerton Water and sewer along Bliss St.
 - Centerton Utilities is still reviewing the Electrical layout.
 - ◆ The subdivision will have one dry detention pond located to the southeast corner.
 - Water will drain southeast into Timber Ridge PH 2.
 - Minor comments on size of curb inlets and sloping of pipe from inlet #4.
 - ◆ There will be access from Major Collector's Bliss Street and Fox Haven Street upon completion of the site.
 - ◆ A stub out on the southwest corner for future connection.
 - ◆ There is a dead end on the east side that is not intended for future connection.
 - ◆ 40 feet of Right of Way is proposed to be dedicated along Bliss Street, combined with Morningside and Bliss Meadows' 30 feet dedication will total 70 feet of Right of Way.
 - ◆ New standards of utilities will be put under the local streets.
 - ◆ Joey Ingle mentioned there was a sharp curve by the Gas Easement on Bliss St.
 - Asked to [smooth it](#) out.

- Jake Chavis said they can make it smoother.
- ◆ Tony Davis questioned the easement location on Lots 49 and 50.
 - Utility Easements must be added on.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Joey Ingle motioned to approve SUB23-05 Parise- Preliminary Plans contingent upon the outstanding staff comments and discussion today and a second from John Sessoms. No members were opposed, and the motion was carried.

D. ANNOUNCEMENTS

- Next Council Meeting: 11/14/2023 @ 6:00 PM
- Next PC Meeting: 11/07/2023 @ 6:00 PM
- Next Tech Review Meeting: 10/26/23 @ 2:00 PM (Zoom)

E. ADJOURN

Devin Murphy made a motion to adjourn the meeting at 7:15 PM, with a 2nd from Tony Davis. No commissioners were opposed, and the meeting was adjourned.



Jeff Seyfarth- Planning Chair
Centerton Planning Commission

Minutes Prepared By: Samantha Hartman