



CENTERTON PLANNING COMMISSION
AUGUST 20, 2024 @ 6:00 PM
AGENDA

ORD

Public comment period after the introduction of each agenda item

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES –**
 - A. Planning Minutes – 08/06/2024
4. **RATIFICATION OF ADMINISTRATIVE APPROVALS**
5. **NEW BUSINESS**
 - A. **DEV22-12 SKYLIGHT MINI STORAGE- Request for Extension of Preliminary Approval – 301**
Greenhouse Rd. (Zoned C-2/ 5 Ac) *Engr/Rep: Patrick Foy, HALFF Associates, Inc.; Owner/Developer: Skylight Properties, LLC* (Planner: KKnight)
 - B. **DEV24-03 CENTERTON FLEX SPACE– Preliminary Plans – 1812 E. Centerton Blvd. (Zoned C-2/ 1.59 Ac)** *Applicant/ Engineer: CEI Engineering, Josh Henthorne; Owner: Midwest Capital Investments, LLC, Mike Stewart* (Planner: TCulpepper-Miller)
 - C. **MSI24-06 POST OFFICE ADDITION – Building Addition – 100 Monroe St (Zoned C-2/ 2.26 Ac)**
Owner: USPS; Engr: HALFF, Brandon Hebert; Repr: Michael Johnson, Architecture Plus, INC. (Planner: DMorrisonLloyd)
 - D. **SUB21-21 MEADOW RIDGE – Request for Extension of Preliminary Approval – NW C of Keller & Seba Rd (Zoned R3-SF/ 43 Ac/ 165 SF Lots)** *Engr/Rep: Tim Lemons; Owner/Developer: Bob Schmitt* (Planner: KKnight)
6. **ANNOUNCEMENTS**
 - A. **Next Council Meeting: 09/10/2024 @ 6:00 PM**
 - B. **Next PC Meeting: 09/03/2024 @ 6:00 PM**
 - C. **Next Tech Review Meeting: 8/22/2024 @ 2:00 PM (Zoom)**
7. **ADJOURN**

WORK SESSION

TITLE 15 – SUBDIVISION & DEVELOPMENT – Discussion Only *Representatives: GARVER, Juliet Richey and Derek Linn*

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for unforeseen circumstances out of our control, items and/or public hearings appearing on this agenda may become withdrawn, request to be tabled/moved to the next agenda, or subject to change with little to no notice.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
AUGUST 20, 2024**

1. CALL TO ORDER

The Meeting of the Centerton Planning Commission was called to order by Planning Chairman Jeff Seyfarth at 6:32 P.M.

2. ROLL CALL

Those present and answering Roll Call were Jeff Seyfarth, Tony Davis, Ben Lewis, John Sessoms, Devin Murphy, Craig Langford, Joey Ingle, Jerry Harris, and Brandon Swoboda.

Others in attendance for the city were: Planner Dianne Morrison Lloyd, Planner Kayla Knight, Planner Tara Culpepper- Miller, Director of Planning Lorene Burns, City Engineer Alan Craighead, City Attorney Brian Rabal, Deputy Chief Paul Higginbotham, Mayor Bill Edwards, and Planning Assistant/ Recorder Samantha Hartman.

3. APPROVAL OF MINUTES

Commission Chair Jeff Seyfarth introduced the minutes of the Planning Commission meeting from August 6 , 2024, and asked Commissions if anyone had questions or concerns.

John Sessoms made a motion to approve the minutes from the August 20, 2024, Planning Commission Meeting, with a second from Ben Lewis. No members were opposed, and the motion was carried.

4. NEW BUSINESS

A. DEV22-12 SKYLIGHT MINI STORAGE- Request for Extension of Preliminary Approval – 301 Greenhouse Rd. (Zoned C-2/ 5 Ac) *Engr/Rep: Patrick Foy, HALFF Associates, Inc.; Owner/Developer: Skylight Properties, LLC* (Planner: KKnight)

- Patrick Foy of Halff Associates, Inc was present.
 - S & K is on board for Construction.
 - We need a 6- month extension to have the precon.
- Planning Commissioner Joey Ingle asked if the Grading Permit is considered being under Construction.
 - Planning Director Lorene Burns said no, they need to have a precon and have active construction on the site.
 - Lorene Burns said she would hate to put an additional year extension because of code changes.
- Planner, Kayla Knight gave the staff update.

- This parcel has a conditional use for the storage that was approved on 1/17/2023 and amended on 04/04/2023.
- They do not have a Grading Permit from Public Works

With no questions from the commissioners, Jeff Seyfarth entertained a motion. John Sessoms made a motion to Approve DEV22-12 SKYLIGHT MINI STORAGE- Request for 6 Month Extension of Preliminary Approval with a 2nd from Craig Langford. All members present voted Aye without negative, and Motion was carried.

B. DEV24-03 CENTERTON FLEX SPACE– Preliminary Plans – 1812 E. Centerton Blvd. (Zoned C-2/ 1.59 Ac) Applicant/ Engineer: CEI Engineering, Josh Henthorne; Owner: Midwest Capital Investments, LLC, Mike Stewart (Planner: TCulpepper-Miller)

- Chad Caletka of CEI Engineering was Present.
 - Planning Commission Chair Jeff Seyfarth asked if they want to delay or go through with what they had since the Variance was denied.
 - Chad Caletka chose to go through the project to hear thoughts and ideas from the Planning Commission.
 - Detention is underground and will go to the southwest corner and there is an existing drainage ditch.
- Commissioner, John Sessoms asked if there was any thought of reducing the footprint to free of space for parking.
 - Chad Caletka of CEI said it the project would be lost economically if the square footage was lost.
- John Sessoms said there was a lot of parking in a row without a parking island.
- Planner, Tara Culpepper-Miller gave the staff update.
 - This parcel is located on E Centerton Blvd behind Jiffy Lube and Diamond Carwash and east of Neighborhood Walmart. Across the street, to the south, is Greenhouse Plaza and Bentonville city limits.
 - This project proposes two (2) 11,888 sq foot buildings, for a total of 23,776 sq feet of flex space. The building to the east is proposed to have 6 tenant spaces which includes one (1) bathroom, one (1) office/admin space, and a garage space with a bay door.
 - The building to the west is a proposed shell, with the possible division in the future for tenant spaces.
 - The applicant is also proposing, with a variance (VAR24-02), a parking reduction from 48 parking spaces to 36 parking spaces with two (2) ADA spaces.
 - Water and sewer are provided by Bentonville Utilities. Water and sewer connections for this property were constructed with the development of the shared access drive. All required utility easements have already been dedicated.
 - The drainage for this development will be provided via drainage pipes and an underground detention that will discharge to the existing open drainage swale on the west side of the property. The drainage swale connects to the existing drainage ditch on E Centerton Blvd.
 - ROW dedication is not required as ROW already exists in compliance with the master street plan. This development will connect a 5' sidewalk to the existing

sidewalk along the west side of the shared access drive. No additional changes will be made to the existing shared access drive.

- o The access is from E Centerton Blvd via the existing shared access drive. There are no plans for an additional stub out.
- o Per Title 14.04.05 (F), this development is required to provide 1 parking space per 500 sq-ft of building space, which would require 48 parking spaces. This development proposes 36 parking spaces, including 34 regular spaces and 2 ADA spaces per VAR24-02 if approved.
- o Each building has twelve (12) wall packs in total with one (1) streetlight located on the southeast corner of the east building.
- Commissioner, Joey Ingle asked if there were enough trees and shrubs in the rear for screening.
 - o Landscaping is provided within open spaces through the development, including landscaping around the dumpster, and along the rear of the property. The developer will be adding fencing along the rear side of the property, and they are adding to the existing fence along the east side of the property. The developer will provide tree protection for the trees on the east side of the property to assist with screening.
 - Chad Caletka said there will be a 6- foot privacy fence and an existing tree line.
 - o Director of Planning, Lorene Burns, said the property to the east is undeveloped at the moment.
 - Chad Caletka said they were trying to limit grading around the existing trees to the east and around the residence.
 - Joey Ingle said being the dripline of trees to the east are on someone else's property, it will not count for screening for the project.
 - City Engineer, Alan Craighead said there is existing fencing on the neighbor's property with a proposed fence that will have to be maintained with vegetation.
 - o Planning Commissioner, Brandon Swoboda asked if on staff findings a parking island was discussed?
 - City Planner, Dianne Morrison Lloyd said the initial plans did not warrant an island because there were only ten parking spots with an island at the end.
 - An additional island would be required with the added parking.
 - o Brandon Swoboda asked if the city staff was pleased with the added fencing and vegetation on the neighbor's side.
 - City Engineer, Alan Craighead said with the 6-foot privacy fence, yes.
 - Alan Craighead said new trees along the buffer on the east side will not survive because of the sun they get and the competing of water of the existing trees.
 - Commissioner Joey Ingle and Brandon Swoboda said there are other species that will survive with minimal water and full sun.
 - The Landscape Plan requirements will have to be looked at again.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. John Sessoms made a motion to table DEV24-03 CENTERTON FLEX SPACE– Preliminary Plans with a

2nd from Devin Murphy. All members present voted Aye without negative, and Motion was carried.

C. MSI24-06 POST OFFICE ADDITION – Building Addition – 100 Monroe St (Zoned C-2/ 2.26 Ac) Owner: USPS; Engr: HALFF, Brandon Hebert; Repr: Michael Johnson, Architecture Plus, INC. (Planner: DMorrisonLloyd)

- Michael Johnson of Architecture Plus, Inc was present.
- Planner, Dianne Morrison Lloyd gave the staff update.
 - The United States Postal Service is proposing a 1,672-SF addition on the north side of the current Post Office located at 100 Monroe St.
 - The existing 4,260-SF facility was constructed in 2009 and with the continued growth of the community additional workspace is needed.
 - The proposed addition will be used for additional mail sorting space for employees only.
 - The existing public access to the facility will remain and a temporary construction entrance will be added from an existing curb cut on W Centerton Blvd on the eastern side of the property.
 - This is a federal project, therefore, any adherence to the comments is done as a measure of good faith on their part and is not required.
 - The property is located on the SE/C of W Centerton Blvd and Monroe St across from Dominos. The MSP designates W Centerton Blvd as a Major Arterial (100' ROW) and Monroe St is a local street (50' ROW). There appears to only 40' of existing ROW for Centerton Blvd. ARDOT will be widening W Centerton Blvd from Main St to S Vaughn Rd in 2026 (approximate). They will be installing a 6' sidewalk along the south side of W Centerton Blvd.
 - The applicant has been asked to show existing and future ROW on proposed Plans and it will need to be dedicated per separate document.
 - The property is accessed by two existing driveways off Monroe St and will not be changed with the addition. A temporary construction drive will be installed on the east side of the property via an existing curb cut on W Centerton Blvd. The additional temporary construction entrance will prevent construction work from impacting the day-to-day operations of the post office.
 - Parking along the front side of the post office will not be changed with the addition. Eleven parking spaces will be added on the southwest side of the southern entrance for a total of 45 parking spaces.
 - The existing dumpster enclosure is a chain link fence with privacy slats and wooden gates. No changes are proposed to the enclosure.
 - Planning staff recommended updating the gates to metal or slatted chain.
 - They will be removing three trees that exist at the rear of the property to add additional parking and two along W Centerton Blvd. Four Eastern Redbud trees will be installed in the island between the entrances on Monroe St and 13 Eastern Redbud trees will be installed behind the sidewalk along W Centerton Blvd. There is one tree that will need to be relocated along W Centerton Blvd due to an existing electric pedestal.
 - Stormwater detention for this property is handled by the detention pond for

Ridgefield Estates to the east of this site. The City Engineer requested that the existing drainage flume include sediment basin outfall to treat the runoff coming from the parking area before entering the pond.

- The Planning Commissioner asked what the maximum parking spot requirement is before adding a parking island?
 - City Planner, Kayla Knight said there was not a number called out.
 - Dianne Morrison Lloyd said they were asked to do 1 per 10 spots.
 - Joey Ingle asked what the rationale was to not implement the islands?
 - Michael Johnson said it was due to maintenance and possible danger to their vehicles.
 - Joey Ingle said he would like to see islands to keep it consistent with other development requirements.
- Joey Ingle said he would like to see more landscape along the residence on the south side of the property.
- Joey Ingle asked if there is a preliminary design from ARDOT and if they are obtaining Right of Way?
 - Alan Craighead said there is a preliminary design, and they will obtain ROW when they get to that point. As of right now, they pushed the project to start in 2027.
 - They must acquire all the ROW and the utility relocations which are substantial.
 - Lorene Burns said we have an agreement with ARDOT for a 10-foot sidewalk on the southside and a 5-foot sidewalk on the Northside.
 - An agreement was made with Domino's to do a 5-foot sidewalk and ARDOT would do an additional 5-foot sidewalk.
- John Sessoms asked about the trees that are along the southside and why they were not shown on the landscape plan.
 - Michael Johnson said there was a 6-foot privacy fence with 30-foot Oak Trees on both properties.
 - The Planning Commission agreed to count and show them on the project landscape plan.
- Joey Ingle asked about the gravel staging and if it was going to be temporary.
 - Michael Johnson said it will be temporary because deliveries still will be going on and the southside parking lot will be going away for a bit of time due to regrading it.
 - At the end of the project, the gravel staging will go back to grass.
- Planning Chair, Jeff Seyfarth said the dumpster is one of the better ones they have seen, so it could stay.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Tony Davis made a motion to Approve MSI24-06 POST OFFICE ADDITION – Building Addition with a 2nd from Ben Lewis. All members present voted Aye without negative, and Motion was carried.

D. SUB21-21 MEADOW RIDGE – Request for Extension of Preliminary Approval –

NW C of Keller & Seba Rd (Zoned R3-SF/ 43 Ac/ 165 SF Lots) *Engr/Rep: Tim Lemons; Owner/Developer: Bob Schmitt* (Planner: KKnight)

- Tim Lemons of Lemons Engineering was present.
- Planner, Kayla Knight gave the staff update.
 - Preliminary subdivision plans for SUB21-21 Meadow Ridge were preliminarily approved by the Planning Commission on 08/15/2023.
 - Over the last year, the engineer has been working to address all staff comments on the preliminary plans and adjacent street agreement, as well as address comments from ADH.
 - The engineer has requested a 6-month extension of preliminary approval to address the last few minor staff comments, then begin construction.
 - This development will re-align Seba Rd in the SW corner to change a sharp 90° turn to a broader curve for safety purposes.
 - Seba Rd is designated as major arterial with a planned ROW of 100-ft per the MSP. The section of Seba Rd fronting this property is currently gravel and includes a sharp 90-degree turn.
 - This subdivision will dedicate 50-ft of ROW along their frontage to meet the MSP. To realign the sharp curve on Seba Rd, the subdivision will dedicate the entire 100-ft of ROW in the area of the curve.
 - All improvements on Seba Rd will take place with the construction of phase 2. This subdivision will install 26-ft of pavement, and 2-ft gravel shoulders on either side of the road. There will be ditches on either side of the road.
 - The city has agreed to cost share in the amount of \$45,000 to pave a 330-ft section of Seba Rd adjacent to this subdivision's frontage. The city is not cost sharing for the realignment of the curve of Seba Rd, and instead have allowed this subdivision to install a modified street section and not paving to the end of their street frontage on the north end of Seba, which saves the developer approximately \$80,000, and allows for a second realignment of Seba at the north curve.
 - This subdivision will install a 10-ft trail along the frontage of their property.
 - Street trees will be planted along Seba Rd at a spacing of 1 tree per 25-LF of frontage.
 - Streetlights will be installed along Seba Rd at entrances and every 300-ft.
- Joey Ingle asked to go over the road improvement through the one parcel.
 - Alan Craighead said it will be the \$45,000 the city will cost share which will be 26- feet of asphalt with gravel shoulders.
 - No improvements will be made on Seba until Phase 2 because it's the main access point for construction of Meadow Ridge and the roads will get beat up.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Ben Lewis made a motion to Approve SUB21-21 MEADOW RIDGE – Request for 6-month Extension of Preliminary Approval with a 2nd from John Sessoms. All members present voted Aye without negative, and Motion was carried.

5. ANNOUNCEMENTS

A. Next Council Meeting: 08/13/2024 @ 6:00 PM

B. Next PC Meeting: 08/20/2024 @ 6:00 PM

C. Next Tech Review Meeting: 8/22/2024 @ 2:00 PM (Zoom)

6. ADJOURN

Joey Ingle made a motion to adjourn the meeting at 7:18 PM, with a 2nd from Devin Murphy. No commissioners were opposed, and the meeting was adjourned.



Jeff Seyfarth- Planning Chair
Centerton Planning Commission

Minutes Prepared By: Samantha Hartman