



**CENTERTON PLANNING COMMISSION**  
**JANUARY 7, 2025 @ 6:00 PM**  
**AGENDA**

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*Public comment period after the introduction of each agenda item*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES –**
  - A. Planning Minutes – 12/17/2024
4. **RATIFICATION OF ADMINISTRATIVE APPROVALS**
5. **OLD BUSINESS**
  - A. **PROPOSED TITLE 15 UPDATES**
6. **NEW BUSINESS**
  - A. **{PUBLIC HEARING} CU24-18 DINUZZO POOL HOUSE- POOL HOUSE** - 1429 Le Chesnay Dr. (Zoned R-1/ 1.01 Ac) *Applicant: Nick Schmidt; Owner: Frank and Deborah DiNuzzo (Planner: KKnight)*
  - B. **TS24-16 WILLIAMSON**-12386 Bullock Rd (County/ Parent Tract: 7.03 Ac/ Tract 1: 5.76 Ac/ Tract 2: 1.28 Ac) *Owner/Applicant: Don Williamson; Surveyor: Ramsey Surveying, Jim Ramsey (Planner: TCulpepper-Miller)*
7. **OTHER BUSINESS**
  - A. **SEWER CAPACTIY & ADH APPROVAL CONCERNS & UPDATE** (*Repr: Centerton Utilities*)
    - **Centerton Utilities has been requested to attend for an update.**
8. **ANNOUNCEMENTS**
  - A. **Next Council Meeting: 1/14/2025 @ 6:00 PM**
  - B. **Next PC Meeting: 1/21/2025 @ 6:00 PM**
  - C. **Next Tech Review Meeting: 1/23/2025 @ 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for unforeseen circumstances out of our control, items and/or public hearings appearing on this agenda may become withdrawn, request to be tabled/moved to the next agenda, or subject to change with little to no notice.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  
JANUARY 7, 2025**

**1. CALL TO ORDER**

The Meeting of the Centerton Planning Commission was called to order by Planning Chairman Jeff Seyfarth at 6:01 P.M.

**2. ROLL CALL**

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

**3. APPROVAL OF MINUTES**

**Commission Chair Jeff Seyfarth** introduced the minutes of the Planning Commission meeting from December 17, 2024, and asked Commissions if anyone had questions or concerns.

*Joey Ingle made a motion to approve the minutes from December 17, 2024, Planning Commission Meeting, with a second from Devin Murphy. No members were opposed, and the motion was carried.*

**4. RATIFICATION OF ADMINISTRATIVE APPROVALS**

**5. OLD BUSINESS**

**A. PROPOSED TITLE 15 UPDATES**

- Derek Linn and Juliet Richey with Garver were present.
  - o Colored coding for editing of the Title 15
    - Green- Public Works agrees with the Planning Department with the changes.
    - Blue- The city staff are currently working on the changes.
    - Red- The city staff would like to discuss it with the Planning Commission.
  - o Planning Chair asks for the remarks that need discussion.
  - o Construction Permits

- A discussion is needed for the mechanism of the Construction to make sure everything is done in the correct order.
- Agreed with the Public Works Director that it does not need to be a permit. but something in writing needs to be submitted showing everything has been done to go proceed to the Construction phase.
- The Mayor, Bill Edwards, would like to meet with Public Works to make sure this process would be ok.
- The City Engineer, Alan Craighead mentioned that you cannot add cutting of trees in the construction phase.
- Planning Commissioner Joey Ingle asked Alan Craighead how many people come in for early grading permits.
  - ❖ The City Engineer, Alan Craighead, said many people do but they can only do BMPs and bring supplies onto the site.
  - ❖ Planning Commissioner Joey Ingle agrees with Alan Craighead and that it should be for the Planning Department to make sure they kept what they said they would.
  - ❖ It does not keep them from getting a clearing and grubbing permit.
- The City Engineer, Alan Craighead, said the City Inspectors are responsible for enforcing the Grading Permits.
- The Planning Commissioner, Joey Ingle said it should be more straight forward and an internal discussion.
- Juliet Garver said it is standard for an issue to proceed letter to be sent for a Pre-Con.
- Juliet Richey from Garver said a closer look at Title 16 needs to happen with possible changes may have to be made on Title 16 for the issues.
- o Dust Mitigation
  - Juliet Richey from Garver said that if we were going to change Title 16 for the grading permits, Dust Mitigation could be added there.
  - The City Engineer, Alan Craighead, said that it does not belong here because it is not a design standard.
  - The Planning Chair, Jeff Seyfarth recommends it stay on Title 15 until Title 16 is worked on.
- o 15.05.07 Final Application
  - The Certificate of Compliance will need to be given before the C of O is given by the Building Department. It will give Building and applicant a clear understanding that all requirements have been met.
- o 15.07.12
  - More Specific when ARDOT is involved that landscaping and sidewalk are done correctly.
- o Due to not tabling the Title 15, another set of Public Hearing notifications will need to be done.
- o The staff is looking to have it ready for the February 18, 2025, Planning Commission Meeting and then at the March 2025 City Council Meeting for approval.

## 6. NEW BUSINESS

### A. {PUBLIC HEARING} CU24-18 DINUZZO POOL HOUSE- POOL HOUSE - 1429 Le Chesnay Dr. (Zoned R-1/ 1.01 Ac) Applicant: Nick Schmidt; Owner: Frank and Deborah DiNuzzo (Planner: KKnight)

- The applicant Nick Schmidt was present.
  - The property owners would like to build a pool house on the side of the driveway.
  - The pool house would include a great room, bathroom, laundry room, multi-use room, office, and a one car garage.
- The City Planner, Kayla Knight, gave the staff an update.
  - The applicant is requesting a conditional use for a pool house accessory dwelling unit.
  - The property is 1 Ac and is Lot 117 in the Versailles subdivision, which is located off Hwy 72 W.
  - The property is zoned Low Density Single-Family Residential.
  - The accessory dwelling will have a great room, office, bathroom, single car garage, storage garage and outdoor covered patio. The total footprint of the proposed pool house will be 1567 sq ft with 1268 sq ft being conditioned.
  - The accessory dwelling will be used to support the in-ground pool use.
  - The property is surrounded by R-1 zoning, as it is within the Versailles subdivision. To the east is Benton County, and outside of the city limits.
  - The property can be accessed from Le Chesnay Dr, which is a local road within the Versailles subdivision.
  - This lot has a septic system and is serviced by Centerton water. The pool house is proposed to connect to the existing septic system and tap into the existing water service line.
  - The Versailles subdivision has covenants that specify requirements for architectural treatment that must be approved by the subdivision's Architectural Control Committee.
  - Please note that the covenants are a private agreement between the POA and residents within the subdivision and not enforceable by the city, other than the specific sections the city is named.
  - Special Conditions
  - TERM OF APPROVAL: Term of approval is recommended for an indefinite period of time from the date of PC approval. Approval of this use permit will expire within 1 year if construction has not begun and will require reapplication and reapproval. If the building is damaged or destroyed by 50% or more, the conditional use application will be terminated and a new conditional use application will need to be submitted.
  - POA APPROVAL: A set of protective covenants were recorded for Versailles in 2006. Any action by the POA in relation to the covenants would be fully independent of the City's determination on this CUP application, and the final determination on this application in no way relieves a responsible party from any provision of, or responsibility to, said covenants.

- o ADA ACCESSIBILITY: Applicant is encouraged to provide ADA accommodations; owner to accept liability if non-ADA compliant.
- o EXPIRATION: This conditional use permit is for an indefinite period of time, or upon the discontinuation of the approved use, and will require reapplication and reapproval.
- o Planning Commission, Craig Langford asked if the structure gets ruined by a tornado within a given time, would they have to come back.
- o Planning Chair, Jeff Seyfarth, said it would have to be the same footprint that was previously approved.
- o Planning Commissioner, Joey Ingle asked if it was going to be built for short- term rental.
- o The property owners said no, it will be for personal use only.

**The commissioners had no questions, and Jeff Seyfarth entertained a motion. Ben Lewis made a motion to open the public hearing with a second from Tony Davis. No members were opposed, and the public hearing was opened.**

- No Public Comments

**The commissioners had no questions, and Jeff Seyfarth entertained a motion. Joey Ingle made a motion to close the public hearing with a second from Devin Murphy. No members were opposed, and the public hearing was closed.**

**With no other questions from the commissioners, Jeff Seyfarth entertained a motion. Tony Davis motioned to approve CU24-18 DINUZZO POOL HOUSE- POOL HOUSE - 1429 Le Chesnay Dr. with a 2<sup>nd</sup> from Craig Langford in a Roll Call, all commission members voted in favor. With a unanimous vote, the motion passed.**

**B. TS24-16 WILLIAMSON-12386 Bullock Rd (County/ Parent Tract: 7.03 Ac/ Tract 1: 5.76 Ac/ Tract 2: 1.28 Ac) Owner/Applicant: Don Williamson; Surveyor: Ramsey (Planner: TCulpepper-Miller)**

- The property owner Don Williamson was present via Zoom.
- The City Planner, Tara Culpepper-Miller gave the staff update.
  - o This parcel is in Benton County within the Centerton Planning Area, along Bullock Rd.
  - o This plat is to split the parent parcel is 7.18 Ac into Tract #4A would be 5.756 Ac and Tract #4B would be 1.275 Ac.
  - o Bullock Rd is designated as a Major Collector with a planned ROW of 80-ft. 15-ft of ROW will be dedicated with this plat.
  - o An existing 25' ROW has been dedicated per L201968080.
  - o Items to be discussed:
    - ❖ Wetland Note
    - ❖ Show Parcel Property Owner Information Labeling
  - o Utility Easement on is 7.18 Ac into Tract #4A would be 5.756 Ac and Tract #4B would be 1.275 Ac.

- o Bullock Rd is designated as a Major Collector with a planned ROW of 80-ft. 15-ft of ROW will be dedicated with this plat.
- o An existing 25' ROW has been dedicated per L201968080.
- Planning Commissioner, Joey Ingle said it is a statement that is on every plat that comes through the city.
  - o Don Williamson said the surveyor is not licensed to write anything on the plat regarding the Game and Fish Wetlands statement.
- The City Engineer, Alan Craighead, said the surveyor wrote a flood statement on the plat. The US Fish and Wildlife Statement is no different. The surveyor is not certifying these statements.
- The Centerton Utilities asked for 15" utility easement along the street just in case the property gets fully developed and utilities need to be placed along the road.
  - o The Centerton Utilities Director, Malcolm Attwood said it was not asked previously because the water main was not shown on the plat until the previous plat submittal.
- Planning Commissioner Craig Langford asked if the city staff has shown the surveyor what needs to be done.
  - o Planners Dianne Morrison Lloyd and Tara Culpepper-Miller both said yes that screenshots of what needed to be written," and mark-up plats were given to them surveyor and the owner of the property.
- Don Williamson asked how many feet off the road the city is asking for?
  - o After confirming with Tara Culpepper- Miller, Jeff Seyfarth said 30 feet.
  - o The City Engineer, Alan Craighead, said you will still own the land. It is for the utilities to be able to install water and sewer lines.
- Don Williamson asked if the city could give him a surveyor that would do what is asked.
  - o Planner, Dianne Morrison Lloyd said we cannot recommend a surveyor, but we can give a list of surveyors.

*With no questions from the commissioners, Jeff Seyfarth entertained a motion. Tony Davis made a motion to Table TS24-16 WILLIAMSON-12386 Bullock Rd with a 2nd from Ben Lewis. No members were opposed, and the motion was carried.*

## 2. OTHER BUSINESS

### A. SEWER CAPACITY & ADH APPROVAL CONCERNS & UPDATE (Repr: Centerton Utilities)

- **Centerton Utilities has been requested to attend for an update.**
- The Director of Centerton Utilities, Malcolm Attwood, was present.
  - o Centerton Utilities received a letter from ADH on December 23<sup>rd</sup> with an update.
  - o Planning Chair, Jeff Seyfarth asked who else goes through Decatur.
    - ❖ Highfill, Simmons Plant and Decatur.
    - ❖ Simmons is a large user of the plant.

- o Decatur is currently doing a system analysis to see if they can get an upgraded permit to add more effluent to come in.
- o Decatur currently has 18 million dollars allocated to go to wastewater treatment plant improvement.
  - ❖ 11 of the allocated amount is dedicated to the headworks and 6 and a half to 7 is for the process inside of the plant.
- o Planning Chair, Jeff Seyfarth asked about the timing.
  - ❖ The headworks is as soon as possible then they will start on the constructions of the internals, but they are going to work on the permit first to try and get it increased.
  - ❖ No specific timing has been given. It could be one month or a few months.
- o Planning Chair, Jeff Seyfarth asked about other options.
  - ❖ Before the holidays Centerton Utilities reached out to other entities about hookups, but no agreements have been reached with vacations and holidays.
- o Malcolm Attwood said he could come and do monthly updates.
- o Over 50% of Benton County projects are being held up by ADH per a meeting that occurred last Monday with Senators and local representatives.
- o City Planner, Kayla Knight asked about future projects.
  - ❖ Malcolm Attwood said no future projects.
- o Jeff Seyfarth and Joey Ingle said depending on the project it may take monthly to get preliminary approval and they can do everything but get ADH approval.

### 3. ANNOUNCEMENTS

- A. Next Council Meeting: 1/14/2025 @ 6:00 PM
- B. Next PC Meeting: 1/21/2025 @ 6:00 PM
- C. Next Tech Review Meeting: 1/23/2025 @ 2:00 PM (Zoom)

### 8. ADJOURN

**Devin Murphy made a motion to adjourn the meeting at 7:27 PM, with a 2<sup>nd</sup> from Tony Davis. No commissioners were opposed, and the meeting was adjourned.**



Jeff Seyfarth- Planning Chair  
Centerton Planning Commission

Minutes Prepared By: Samantha Hartman