



ORD

CENTERTON PLANNING COMMISSION
May 21, 2024 @ 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 – 05/07/2024

4. RATIFICATION OF ADMINISTRATIVE APPROVALS

5. OLD BUSINESS

6. NEW BUSINESS

A. **DEV21-17 SCHMITT MINI STORAGE-Phasing Plan-** West Hwy 102 (Zoned I-2 / 6.0 Ac) Owner: Bob Schmitt; Engr: Lemons Engineering, Tim Lemons (Planner: DMorrisonLloyd)

ORD

B. **SUB24-02 CRYSTAL COVE PH 3- Final Plat & Plans** - West of Keller & South of Kinyon (Zoned RTH-MF/ 8.04 Ac/ 60 Dwelling Homes) Owner: INFAS Corp, Inc; Rep: Beth Oaks, Tristar Contractors; Engr: Tim Lemons, Lemons Engr. (Planner: DMorrisonLloyd)

C. **DEV23-09 MODLUXE TOWNHOMES – LSD Site Plans for PUD & Adjacent Street Agreement-** 578 Womack Rd (Zoned R3-MF / 4.85 Ac/ 48 Dwelling Units) Owner: Modlux, LLC; Engr/Rep: Civil Engineering, Inc, Ron Homeyer (Planner: KKnight)

D. **SUB23-06 SKYLINE COTTAGES - Preliminary Plat & Plans –** SE/C Keller & Bliss; (13.01 Ac/ Zoned R3-SF/ 85 SF Dwelling Units/ PUD22-04); 85 SF Lots + 2 Detention + 1 Other) Owner: Rausch Coleman Homes, Ben Kennedy; Engr: Halff Assoc, Allen Deaver (Planner: DMorrisonLloyd)

E. **MSI24-05 SAVING GRACE– Sanitary Sewer Extension-** 12135 W AR HWY 72 (Zoned A-1/ 49.9 Ac) Engr/Repr: Sandcreek Engineering, Anthony Ferreyra Owner: Saving Gace Inc., Ken & Becky Shaffer (Planner: DMorrisonLloyd)

7. OTHER BUSINESS

A. **Recommend Re-appointments of Planning Commissioners Jeff Seyfarth, Jerry Harris, & Tony Davis**
-Terms expiring 6/30/2024

8. ANNOUNCEMENTS

A. **Next Tech Review Meeting: 5/23/2024 @ 2:00 PM (Zoom)**

B. **Next Council Meeting: 06/11/2024 @ 6:00 PM**

C. **Next PC Meeting: 06/04/2024 @ 6:00 PM**

D. **ARDOT Meeting Public Comment Meetings at Centerton Municipal Court: 06/06/2024 @ 2:30 PM**
Public Officials and 4:00 PM General Public

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for unforeseen circumstances out of our control, items and/or public hearings appearing on this agenda may become withdrawn, request to be tabled/moved to the next agenda, or subject to change with little to no notice.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
MAY 21, 2024**

1. CALL TO ORDER

The Meeting of the Centerton Planning Commission was called to order by Planning Chairman Jeff Seyfarth at 6:02 P.M.

2. ROLL CALL

Those present and answering Roll Call were Jeff Seyfarth, Tony Davis, Ben Lewis, John Sessoms, Craig Langford, Devin Murphy, Jerry Harris, Joey Ingle, and Brandon Swoboda (via Zoom. Others in attendance for the city were: Planner Dianne Morrison Lloyd, Planner Kayla Knight, 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 May 7, 2024, and asked Commissions if anyone had questions or concerns.

John Sessoms made a motion to approve the minutes from the May 7, 2024, Planning Commission Meeting, with a second from Joey Ingle. No members were opposed, and the motion was carried.

4. NEW BUSINESS

A. DEV21-17 SCHMITT MINI STORAGE-Phasing Plan- West Hwy 102 (Zoned I-2 / 6.0 Ac) Owner: Bob Schmitt; Engr: Lemons Engineering, Tim Lemons (Planner: DMorrisonLloyd)

- ◆ Tim Lemons of Lemons Engineering and the owner, Bob Schmitt, were present via Zoom.
 - 10 Buildings were approved about 2 years ago.
 - 8 out of the 10 buildings are ready.
- ◆ Planner, Dianne Morrison Lloyd gave the staff update.
 - Started construction in June of 2022
 - Planning Commission gave approval in April 2022
 - Phase 1
 - Includes all site work, exterior fencing, buildings C-1, C-2, D, E, F-1, F-2, G, and H, and landscaping.
 - Phase 2
 - Consists of construction of buildings A and B and a 50' section

of security fencing.

- Phase two is estimated to be completed in eight months.
- Temporary fencing between the 2 phases
- The west side of buildings C-1 and C-2 will not be rentable until phase 2 is complete.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Joey Ingle motioned to approve DEV21-17 SCHMITT MINI STORAGE-Phasing Plan as presented with a second from Ben Lewis. No members were opposed, and the motion was carried.

B. SUB24-02 CRYSTAL COVE PH 3- Final Plat & Plans - West of Keller & South of Kinyon (Zoned RTH-MF/ 8.04 Ac/ 80 Dwelling Homes) Owner: INFAS Corp, Inc; Rep: Beth Oaks, Tristar Contractors; Engr: Tim Lemons, Lemons Engr. (Planner: DMorrisonLloyd)

- ◆ Beth Oaks of Tri-Star was present.
- ◆ Tim Lemons of Lemons Engineering was present via Zoom.
 - All concerns have been addressed.
 - Maintenance Bonds, As-Builts, and Calculations on pond have been approved.
- ◆ Planner, Dianne Morrison Lloyd gave the staff update.
 - This is the third and final phase of Crystal Cove Subdivision and consists of 80 single family homes.
 - The property is zoned RTH-MF12 with a density of 6.11 units per acre and was approved prior to the RTH-MF12 zoning district being updated to RTH-5.
 - The stormwater for Ph 3 is handled by a dry detention pond located in the NW/C of the phase adjacent to Kinyon Rd.
 - The pond discharges to a ditch on the south side of Kinyon Rd.
 - In lieu of a trickle channel 19 trees were planted in the pond. This property is zoned C-3 Neighborhood Commercial.
 - ROW for Keller and Kinyon Rd were dedicated with the Ph 1 plat.
 - Kinyon Rd was widened to 25-ft and will be paved to Keller Rd with this phase.
 - Hard copies of final approved record documents will be required prior to recording of the Final Plat.
 - A final site inspection was held on 04/22/2024 and a short punch list of items to be completed was provided.
 - A follow up inspection was held on 05/03/2024 and all punch list items were addressed.
 - The developer has decided to create a Horizontal Property Regime (HPR) due to the building exteriors and landscaping being maintained by the POA/Regime. The HPR covers three phases of the Crystal Cove Subdivision and has been approved by the City Attorney.
 - The signed HPR agreement was recorded with the Ph 2 Final Plat.
 - The Streets, Drainage, Water, and Sewer bond amounts have been approved by staff. Draft copies of the bonds have been received and approved by staff. The issued bonds will be required before recording the Final Plat.

- Streets (50% for 2 years): \$301,477.05
- Drainage (50% for 2 years): \$105,705.00
- Water & Sewer (50% for 1 year): \$312,090.00
- o All ROW for Keller Rd and Kinyon Rd was dedicated with Ph 1 of the subdivision. Keller Rd improvements were complete with Ph 1.
 - Kinyon Rd was widened to 25' of pavement and 5' sidewalks were installed on the south side along the subdivision frontage.
 - Tri-Star contractors will complete the section of Kinyon Rd between this subdivision and Keller Rd to include widening, grading, and paving within 45 days, weather permitting, of receiving Final Plat approval.
 - The city will pay Tri-Star for the cost associated with paving this 640' section of Kinyon Rd.
 - No sidewalks, curb or storm drain will be installed.
 - The City Council has approved \$49,500.00 for the paving cost.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Ben Lewis motioned to approve SUB24-02 CRYSTAL COVE PH 3- Final Plat & Plans second from John Sessoms. One member was opposed, and the motion was carried.

C. DEV23-09 MODLUXE TOWNHOMES – LSD Site Plans for PUD & Adjacent Street Agreement- 578 Womack Rd (Zoned R3-MF / 4.85 Ac/ 48 Dwelling Units) Owner: Modlux, LLC; Engr/Rep: Civil Engineering, Inc, Ron Homeyer (Planner: KKnight)

- ◆ Ron Homeyer of Civil Engineering, Inc was present.
- ◆ Planner, Kayla Knight gave the staff update.
 - o The applicant is requesting preliminary approval of development plans to develop a multi-family development at the northwest corner of Womack Rd and Kimmel Rd.
 - o The development will include 48 residential units within 10 four-plex buildings, 2 tri-plex buildings and 1 duplex.
 - o This property has a PUD that was approved on 04/16/2024.
 - o Adjacent Properties
 - Blossom Hill subdivision to the east.
 - To the west is Southwinds subdivision.
 - To the south is Featherston Village West.
 - The northeast corner of Featherston Village West is zoned C-3. To the southeast is Featherston Village Original and The Dunes at Prairie Valley.
 - To the north is undeveloped and zoned A-1.
 - o One of the parcels has an existing structure on the property, including two septic systems to be abated and removed with development of the property.
 - o This development has an approved PUD (PUD23-04). The following items were conditions of the PUD those requirements.

- Municipal code 14.04.12 requires the property be in single or corporate ownership at the time of filing, or that the application is filed by all owners of the property.
 - The underlying zoning of R3-MF allows for up to 8 units per acre. The approved PUD proposes 9.9 units per acre, which is 23.75% increase in density.
 - The architectural elevations were approved with the PUD. Facades facing the public ROW will have articulation, and all material requirements were met.
 - No less than 31.24% of open space shall be dedicated via permanent open space easement in compliance with the PUD ordinance requirements.
- o This area is intended for one structure on a single lot that consists of 3 to 4 attached dwelling units arranged side-by-side and/or stacked, typically with a shared entry from the street.
 - Due to approved PUD, this development has reduced setbacks as follows:
 - Front/ Street-Side Setbacks: 15-ft
 - Rear Setback: 20-ft
 - Side Setback: 20-ft
 - o This development is tying into existing water lines along Kimmel Rd and Womack Rd. This development will extend a sewer line from Blossom Hills subdivision along Kimmel Rd to serve this development.
 - o There are no wetlands or floodplain on this property.
 - o This parcel is adjacent to Kimmel Rd and Womack Rd. Both roads are designated as major collectors with a ROW of 80-ft per the master street plan. Major collectors provide access to arterial roads, neighborhoods, parks, schools, and small commercial areas. They balance land access with mobility and direct traffic to the transportation grid.
 - Internal streets are proposed to be private, with a width of 25-ft BOC. Sidewalks are not provided along interior streets because there are 5-ft sidewalks throughout the development for pedestrian circulation.
 - On Womack Rd, 40-ft of ROW will be dedicated to meet the MSP requirements. This development will be widening the road and putting in curb & gutter to meet the required 38-ft BOC section as called out on the MSP. There will be 5-ft greenspace between the curb & gutter and the 10-ft trail, and 6-ft greenspace between the trail and the new property line. Streetlights will be installed at entrances, and street trees will be installed outside of the ROW.
 - On Kimmel Rd, 40-ft of ROW will be dedicated to meet the MSP requirements. This development will widen the road a variable amount to meet the MSP section and tie in with the improvements being made by Featherston West to the south. The McKissic Springs Loop is planned along Kimmel Rd, which is a 12-ft trail. Because the location of the McKissic Spring Loop has not been fully planned out, this PUD

- proposes to build a 6-ft sidewalk on Kimmel. In the future, the city will be responsible for building the other 6-ft of trail along Kimmel Rd.
- Staff has approved the adjacent street agreement and recommends it for approval by the Planning Commission.
- o There are two wet ponds on this site. The northeast and southwest pond has a maximum depth of 10-ft.
 - During the development plan review, it was found that both ponds needed to be increased to meet the needs of the site. This caused a minor change in the layout of the site, with a fourplex being downgraded to duplex east of the northwest pond, and a fourplex being reduced to a triplex north of the southwest pond. A triplex was placed in the previously dedicated greenspace south of the entrance on Womack Rd to keep the unit count at 48 units. The site still meets the open space requirements.
 - The drainage report has been approved by the City Engineer contingent on remaining comments about the ponds being designed to handle a 100-yr storm event. There is a specific section of pipe that needs to be doubled to handle a 100-yr storm event because it is the discharge pipe for the pond. Additionally, the project needs to coordinate with Featherston Village West to tie into the existing inlet east of Daisy.
 - Per the City Engineer, these changes should not hold up the preliminary approval of the project.
 - Streetlights are provided throughout the development to light the street and decorative lighting is provided along the walking paths and central greenspace. Streetlights are also provided at the entrances on Kimmel and Womack Rd.
 - o There are two trash enclosures on site. Both enclosures are made of concrete blocks and wood gates.
 - o Trees are proposed within landscape buffers on the north and west property lines, along Kimmel & Womack Rd, and within the central open space. Shrubs are proposed around the wet ponds and as screening around the dumpster enclosures. Landscaping is also provided in front of each unit.
 - Staff have approved the provided landscaping plan and recommend it for approval by the Planning Commission.
 - o A 6-ft wood privacy fence will be placed along the west and north property lines with a 10-15-ft landscaped buffer containing trees spaced at 1 tree per 25-LF to screen adjacent properties.
 - o This development provides 1 covered parking space within a garage, and 2 uncovered parking spaces for each unit within driveways, as well as 16 visitor parking spaces throughout the development because on-street parking is prohibited due to road width.
 - o There is a sign proposed at each entrance on Womack and Kimmel Rd.

- o There are minor comments remaining on the plans regarding notes, labeling, and minor comments regarding the storm sewer and ponds. The City Engineer has approved the plans contingent on his minor comments being addressed.
- ◆ Planning Commissioner, Joey Ingle asked if the pond requires fencing. Wants it added to the approval comments.
 - o Planning Commissioner, John Sessoms believes it depends on the depth and slope.
 - o Planner, Kayla Knight thinks the Drainage Manual says it is up to Alan if a fence is required.
- ◆ Planning Commissioner, Jeff Seyfarth asks if the wooden trash enclosures could be replaced with another material.
 - o The wooden doors do not last long.
 - o Metal would be the better choice.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Joey Ingle motioned to approve DEV23-09 MODLUXE TOWNHOMES – LSD Site Plans for PUD & Adjacent Street Agreement as discussed with the outstanding comments that need to be addressed. with a second from Devin Murphy. No members were opposed, and the motion was carried.

D. SUB23-06 SKYLINE COTTAGES - Preliminary Plat & Plans – SE/C Keller & Bliss; (13.01 Ac/ Zoned R3-SF/ 81 SF Dwelling Units/ PUD22-04); 85 SF Lots + 2 Detention + 1 Other) Owner: Rausch Coleman Homes, Ben Kennedy; Engr: Halff Assoc, Allen Deaver (Planner: DMorrisonLloyd)

- ◆ Jeff Nichols with Halff Associates was present.
 - o Proposing an 81 lot single- family subdivision on the northeast of Bliss and Keller.
- ◆ Planner Dianne Morrison Lloyd gave the staff update.
 - o The applicant is proposing an 81 lot single-family subdivision on 13 acres at the northeast corner of Bliss St and Keller Rd. This includes two detention lots labeled as A and B.
 - o PUD22-04 was approved by the Planning Commission on 11/15/2022.
 - The PUD was part of a settlement that was agreed to by the City Council and Planning Staff at a settlement conference.
 - The PUD was part of a settlement that was agreed to by the City Council and Planning Staff at a settlement conference. The settlement was approved with the understanding that this development would be appropriate in this location without further detriment to neighboring properties.
 - o The property is designated medium/high density residential on the adopted land use plan with a max density 7-11 units per acre.
 - The proposed subdivision is 6.23 units per acre.
 - Morningside Ph 3 to the north is 4.80 units per acre and Fox Haven to the southeast is 3.65 units per acre.
 - o The proposed subdivision will have access on Keller Rd which is a Minor

Arterial 90' ROW to the west via a new local road., and Napa Dr a Minor Collector to the east via an existing stub-out to Belvedere Dr.

- The developer will provide 6-ft sidewalks along Bliss and Keller Rd with the development.
- o They are meeting all of the requirements with the PUD.
 - The proposed subdivision has a density of 6.59 units per acre with 81 single-family lots. The PUD allows for up to 85 single-family lots.
 - The PUD allows for minimum lot width of 30'; minimum lot size of 3,000 sf ft; 10' front setback; 10' rear setback and 20' when abutting adjacent property; side setbacks as required by Fire Code 5' minimum.
 - No additional guest parking can be required per the settlement agreement, but each home is required to provide driveways wide enough to accommodate two vehicles parked side by side.
 - The developer is required to provide landscaping, of their choosing, at the entrances to the subdivision.
 - Masonry wainscoting will be provided, up to 3-ft, along the front façade of all homes.
- o The proposed subdivision will be serviced by Carroll Electric. Water service will be provided via connections to existing water mains on the west side of Keller Rd and south side of Bliss St. Sewer service will be provided from an existing manhole to the north in the Morningside Ph 4 subdivision.
- o This property is not located in or adjacent to a Floodplain and no wetlands were found on the property.
- o The proposed subdivision will have two dry detention ponds, one located on the west adjacent to Keller Rd and one on the north side of Belvedere St. Both ponds will require retaining walls due to the limited space for each pond.
 - Pond "A" is located on the north side of Belvedere St will have a maximum depth of 6-ft with retaining wall on all sides and a 6-ft decorative safety fence around the entire pond and 19 trees planted in the bottom of the pond in lieu of a trickle channel. A 5-ft buffer will be located between the back of lots and the pond with no fences allowed in the 5-ft buffer. Staff approved a minimum of 1-ft of buffer between the sidewalk and pond fence due to design constraints.
 - Pond "B" located on the west adjacent to Keller Rd will have a maximum depth of 6-ft. A retaining wall will be located on the east side of the pond adjacent to Lots 60-64 with a 6-ft decorative safety fence at the top of the wall. A 5-ft buffer will be located between the fence and the rear of the adjacent lots. A 7.5-ft greenspace buffer with a maximum slope of 10% is provided between the back of the pond and the 6-ft sidewalk. Six trees will be planted at the bottom of the pond in lieu of a trickle channel.
- o The settlement agreement does not allow for an adjacent street agreement beyond ROW dedication, two turn lanes at Bliss and Keller, 6-ft sidewalks, and ditch improvements with cross pipes. The developer will contribute up to \$10,000 for utility relocations and easement acquisitions.

- On Bliss Street, 40-ft of ROW is being dedicated, a 6' sidewalk and a left turn lane at Keller will be constructed. Bliss St has an existing 24-ft of pavement and no curb/gutter and no sidewalks. There is an existing streetlight at the corner of Bliss St and Keller Rd.
- 45-ft of ROW is being dedicated, a 6-ft sidewalk and left turn lane at Bliss will be constructed. Keller Rd has 22-ft of pavement with no curb/gutter or sidewalks. A streetlight will be provided at the entrance of Windstorm Way.
 - o Awaiting resubmittal to address minor labeling comments on the preliminary plat and plans.
- ◆ Planning Commissioner, Joey Ingle asked if the 5- foot instead of 7- foot setbacks were okay.
 - o Deputy Fire Chief, Paul Higginbotham said they are going the extra fire blocking on the inside.
 - o It is a non-vented metal soffit where the eve goes into the attic.
- ◆ Joey Ingle asked about the easement acquisition comment.
 - o If any required easement needs to be purchased or location of utilities, the owners of Skyline Cottages will only pay up to \$10,000.00.
- ◆ Jesse Fulcher of Rausch Coleman Homes was present.
 - o A landscape plan has not been developed but bushes at the entrance and trees along the ROW.
- ◆ Ben Lewis asked if we could work with the applicants of Skyline Cottages to add curb and gutter.
 - o Planner, Dianne Morrison Lloyd said that would be a question for the Director of Public Works, Anthony Martinez and City Engineer, Alan Craighead.
 - o Ben adds that it is a disservice to the residents of the City of Centerton when there is curb and gutter, no curb and gutter and then curb and gutter and it looks tacky.
 - o Jesse from Rausch Coleman said the residents would be happy with the left turn lanes.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Craig Langford motioned to approve SUB23-06 SKYLINE COTTAGES - Preliminary Plat & Plans with outstanding comments with a second from John Sessoms. No members were opposed, and the motion was carried.

E. MSI24-05 SAVING GRACE– Sanitary Sewer Extension- 12135 W AR HWY 72 (Zoned A-1/ 49.9 Ac) Engr/Repr: Sandcreek Engineering, Anthony Ferreyra Owner: Saving Gace Inc., Ken & Becky Shaffer (Planner: DMorrisonLloyd)

- ◆ Anthony Ferreyra from Sandcreek Engineering was present.
 - o We would like to add a sanitary sewer to the site.
- ◆ Dianne Morrison Lloyd gave the staff update.
 - o The Saving Grace Large Scale development was completed in November of 2023 and planned to use septic service until a new lift station was completed with Big Sky Ph 2.
 - o The property owners are now able to connect to sanitary sewer and are

proposing to install 458-lin-ft of sewer line to connect the large house into the existing sewer service in the Big Sky Subdivision.

- o Two manholes will be included with the extension.
- o Minor comments remain from Centerton Utilities pertaining to labeling.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Joey Ingle motioned to approve MSI24-05 SAVING GRACE– Sanitary Sewer Extension with a second from Brandon Swoboda. No members were opposed, and the motion was carried.

5. OTHER

- ◆ Jeff Seyfarth asked the three Commissioners that are up for reappointment in July of 2024 if they are willing to continue to serve.
 - o Jerry Harris- Yes
 - o Tony Davis- Yes
 - o Jeff Seyfarth- Yes
- ◆ Per By- Laws, a recommendation needs to be made to the mayor for the re-appointment.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. John Sessoms requests Mayor approval for Jeff, Tony, and Jerry for Commissioner Extension with a second from Ben Lewis. No members were opposed, and the motion was carried.

6. ANNOUNCEMENTS

- i. **Next Tech Review Meeting: 5/23/2024 @ 2:00 PM (Zoom)**
- ii. **Next Council Meeting: 06/11/2024 @ 6:00 PM**
- iii. **Next PC Meeting: 06/04/2024 @ 6:00 PM**
- iv. **ARDOT Meeting Public Comment Meetings at Centerton Municipal Court: 06/06/2024 @ 2:30 PM Public Officials and 4:00 PM General Public**

7. PUBLIC COMMENTS

- ◆ Cindy Zumstein located at 230 Town Vu asked to re-evaluate the Bylaws amend the application process and open the Commissioner opportunities when term is up to any qualified residents.
 - o No Women
 - Women think differently than men.
 - o Democratic process
 - o Encourages residents to get engaged in the community.
- ◆ Joey Ingle asks Cindy if she is aware of the codes.
 - o Cindy said she has been going on the website to learn.
- ◆ Devin Murphy says that he has been on the Planning Commission for a while and this Commission is one of the best groups for the betterment of the city.

8. ADJOURN

John Sessoms made a motion to adjourn the meeting at 6:53 PM, with a 2nd from Joey Ingle. No commissioners were opposed, and the meeting was adjourned.



Jeff Seyfarth- Planning Chair
Centerton Planning Commission

Minutes Prepared By: Samantha Hartman