



CENTERTON PLANNING COMMISSION
SEPTEMBER 17, 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 – 09/03/2024
4. **RATIFICATION OF ADMINISTRATIVE APPROVALS**
 - A. **HOP24-26 ARELLANO INVESTMENTS – Office/ Administrative Use-** 2120 Wildflower Dr.; Prairie Brook (Zoned R3-SF) *Applicant: Mario Arellano (Planner: SHartman)*
 - B. **HOP24-27 KIEZERSOULSA COLLECTIBLES, LLC – Delivery service toys, hobbies & collectibles-** 1220 Bradley St.; Ridgefield (Zoned R3-SF) *Applicant: Matthew Zelten (Planner: SHartman)*
5. **OLD BUSINESS**
6. **NEW BUSINESS**
 - A. **{PUBLIC HEARING} CU24-13 SWECHA HOME PRESCHOOL- IN HOME PRESCHOOL-** 521 Aster St. (Zoned R3-SF/ 0.19 Ac) *Owner/ Applicant: Mekala Swetha and Chaitamayakumar Chada (Planner: TCulpepper-Miller)*
 - B. **SUB24-05 SILVER LEAF ESTATES PH 2- Final-** 12910 Bush Road (Zoned R3-SF/ 18.3 Ac/ 75 Dwelling Units) *Applicant/ Owner: Bapuji Vakkalagadda; Engr: James Aunspaugh, Halff (Planner: KKnight)*
 - C. **SUB21-21 MEADOW RIDGE-Adjacent Street Agreement-NW/C of Keller and Seba** (Zoned R3-SF/43 Ac/165 lots) *Owner/Applicant: Robert Schmitt; Engr: Tim Lemons (Planner: KKnight)*
7. **OTHER BUSINESS**
 - A. **DEV24-06 CENTERTON SECURITY- Preliminary Plat & Plans-** 974 N. Main St. (Zoned C-3/2.8) *Applicant: Burris Architecture, Dave Burris; Owner: Liberty Defense Group, Ryan Hansen (Planner: KKnight)*
8. **ANNOUNCEMENTS**
 - A. **Next Council Meeting: 10/08/2024 @ 6:00 PM**
 - B. **Next PC Meeting: 10/03/2024 @ 6:00 PM**
 - C. **Next Tech Review Meeting: 9/19/2024 @ 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for unforeseen circumstances out of our control, items and/or public hearings appearing on this agenda may become withdrawn, request to be tabled/moved to the next agenda, or subject to change with little to no notice.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
SEPTEMBER 17, 2024**

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, Joey Ingle, Jerry Harris, and Brandon Swoboda. Planning Commissioners not in attendance are John Sessoms and Craig Langford. 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, 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 September 3, 2024, and asked Commissions if anyone had questions or concerns.

Jerry Harris made a motion to approve the minutes from the September 3, 2024, Planning Commission Meeting, with a second from Ben Lewis. No members were opposed, and the motion was carried.

4. RATIFICATION OF ADMINISTRATIVE APPROVALS

A. HOP24-26 AMERICA'S POWERWASH PROS – Office/ Administrative – 1050 Monarch Rd.; Barrington Place Subdivision (Zoned R3-SF) Applicant: Jeff Dombrowski (Planner: SHartman)

B. TS24-09 MCDANIELS- 13975 Shady Acres (County/ Parent Tract: 14.59/ Tract 1: 5.15/ Tract 2: 9.44) Owner: Michael McDaniel; Surveyor: Michael Millian, Chuck Bell (Planner: KKnight)

Ben Lewis made a motion to approve the RATIFICATION OF ADMINISTRATIVE APPROVALS from the September 17, 2024, Planning Commission Meeting, with a second from Tony Davis. No members were opposed, and the motion was carried.

5. NEW BUSINESS

A. *{PUBLIC HEARING} CU24-13 SWECHA HOME PRESCHOOL- IN HOME PRESCHOOL- 521 Aster St. (Zoned R3-SF/ 0.19 Ac) Owner/ Applicant: Mekala Swetha and Chaitamayakumar Chada (Planner: TCulpepper-Miller)*

- Applicant Mekala Swecha was present.
 - I am Planning to have up to 8 children at my Home Preschool.
- Planner, Tara Culpepper- Miller gave the staff update.
 - The applicant is requesting a conditional use for an In-Home Preschool.
 - The property is 0.19 Ac and is Lot 144 in the Southwinds Ph 2 Subdivision, located on the northeast corner of Kimmel & Womack Rd.
 - The property is zoned medium-high density single-family residential; max 6 units per acre.
 - Areas of the house being utilized:
 - The interior space that will be used is approximately 669.34 SQ/FT., which includes the living room, Bedroom 2 which is the bedroom closest to the entrance of the home, Bathroom 2 which is the bathroom closest to the entrance.
 - The covered porch/entry and patio/backyard.
 - Medium- High Density Single-Family zoning is intended for detached single-family dwellings with a suitable lot area.
 - The property is adjacent to R3-SF and R4-MF zoning to the south, and A-1 zoning to the east.
 - The property can be accessed from Kimmel Rd to the south and Womack Rd to the west. All streets in the Southwinds subdivision are public streets with sidewalks.
 - The home is connected to Centerton water and sanitary sewer.
 - Two (2) parking spaces outside and two (2) parking spaces inside of the garage are provided with each home in the Southwinds subdivision.
 - The covenants for the Southwinds Subdivision states that only home business or occupations allowable are those permitted or defined by the codes, regulations, and ordinance of the City of Centerton.
 - Proposed Conditions
 - ◆ Term of approval is requested for an indefinite period of time from date of PC approval. Approval of this use permit expires upon discontinuation of the approved use after 1-year and will require reapplication and reapproval.
 - ◆ Residence has a two-car garage and driveway. Street parking is available for pick-up and drop off.
 - ◆ Drop off will be at 8:00 am. For half-day programs, pick-up will be at 2:30 pm and for full-day programs, pick-up will be at 5:30 pm.
 - ◆ At no time shall the total number of persons residing in a single residence exceed the total capacity allowable by either fire or building codes. The total number of children per the schedule of uses for use 79 is no more than eight children.

- ◆ The home shall have a mounted fire extinguisher and must pass a fire inspection. All other requirements made by the Fire Department must be met before a Business License is issued.
- ◆ Applicant is encouraged to provide ADA accommodations; owner to accept liability if non-ADA compliant.
- ◆ Outside storage of materials or equipment shall be kept in fenced yard areas and screened from public view.

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

- 1 e-mail was received concerns about having the business in the subdivision.
- 1 person wanted to join by Zoom, but they are not present.
- There were 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 opened.

- Planning Chair, Jeff Seyfarth said they laid out a business plan, business overview, snacks, and schedule (Half and Full- Day options), and curriculum.
- Planning Commission, Ben Lewis said their Covenants refer back to the City Ordinance.
- Planning Commission, Brandon Swoboda asked if we have ever approved a home preschool like this before.
 - Planning Chair, Jeff Seyfarth said yes up to 8 children and if we receive a complaint, we will revisit the Conditional Use.
- Planning Commission, Brandon Swoboda asked about the downside of approving Conditional Uses like these.
 - Traffic and noise during the day are the two downfalls.
- The City Engineer, Alan Craighead said potential complaints are usually parking, but that is more of a subdivision design with curves.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Ben Lewis made a motion to Approve CU24-13 SWECHA HOME PRESCHOOL- In Home Preschool with a 2nd from Joey Ingle. In a Roll Call, all Commission members voted in favor. With a unanimous vote, the motion passed.

B. SUB24-05 SILVER LEAF ESTATES PH 2- Final- 12910 Bush Road (Zoned R3-SF/ 18.3 Ac/ 75 Dwelling Units) Applicant/ Owner: Bapuji Vakkalagadda; Engr: James Aunspaugh, Halff (Planner: KKnight)

- Dustin Higgins from HALFF was present.
- Planner, Kayla Knight gave the staff update.
 - This is the second and final phase of Silver Leaf subdivision and is located along Wade Dr, across from Westridge Village to the east.
 - The density is 4.46 units/acre.

- All major comments have been addressed, and the site is complete. A reinspection is not required.
- All street improvements have been completed.
- Bond amounts are approved.
- Final inspection was conducted on August 8th, 2024. All punch list items from the final site inspection have been addressed and the site is complete.
- Covenants were approved with Ph 1.
- The Streets, Drainage, Water, and Sewer bond amounts have been received and accepted by staff. Staff are awaiting a draft of the bonds to confirm all information is correct before issuance.
 - Street and Drainage Bond is \$565,414.28
 - Water & Sewer Bond is \$357,757.00
- Wade Rd is designated as a Minor Arterial with a planned Right of Way of 90-ft. 45-ft of Right of Way will be dedicated with the final plat to meet the Master Street Plan.
- Wade Rd was improved to provide 24-ft pavement, 1.5-ft gravel shoulders on each side, and a 5-ft trail along the west side along the subdivision's frontage.
- There are minor comments remaining on the final plat regarding updating a signature block.
- Lot 157 is designated as a lot for a future clubhouse. Per Title 14, clubhouses require a conditional use permit, therefore, a conditional use will be required, and a Large-Scale Development will need to be approved by the PC before a clubhouse can be constructed.
- Based on the information available, staff find the plat to be generally in conformance with Centerton Municipal Code. Planning Commission Action is needed on the following items:
 - Final Plat
 - Warranty Bonds

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Joey Ingle made a motion to Approve the *SILVER LEAF ESTATES PH 2- Final* to City Council with a 2nd from Tony Davis. All members present voted Aye without negative, and Motion was carried.

C. SUB21-21 MEADOW RIDGE-Adjacent Street Agreement-NW/C of Keller and Seba (Zoned R3-SF/43 Ac/165 lots) Owner/Applicant: Robert Schmitt; Engr: Tim Lemons (Planner: KKnight)

- Engineer Tim Lemons of Lemons Engineering was present via Zoom.
 - The Developer, Mr. Schmitt signed the updated Adjacent Street Agreement and returned it back to the city staff this afternoon.
- 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.
 - On 08/14/2024, the Planning Commission approved a 6-month extension.
 - The developer has since acquired the Page property along Seba Rd; thus, the adjacent street agreement and phase 2 of the subdivision plan must be updated.

- Medium/ High Density Residential – Single Family zoning is intended for detached single-family dwellings with a suitable lot area. Lots in this zoning have a required minimum lot area of 6,000 sq ft and a minimum lot width of 60’.
- Per developer’s recent request, the subdivision will be built in two phases.
 - Phase I will consist of Lots 1 – 99, Tract A & Tract B.
 - Phase 1 of the subdivision has been released for construction, pending an updated signed adjacent street agreement.
 - Phase II will consist of Lots 100-154 and Tract C.
 - Phase 2 of the subdivision will require a separate pre-construction meeting and updated plans.
- Water will be accessible on both Keller Rd and Seba Rd. A lift station is proposed as part of Phase I. Force main will run south parallel to the west side of Keller Rd. and will eventually tie into the lines in Morningside Subdivision.
 - The developer has not yet procured the easement to cross the Thomas property for drainage and utilities. The developer stated they are working on procuring the easement and should have it by the time the work is to be done.
- There will be two detention ponds. Both ponds are dry detention ponds, Tract B, is located on the northeast corner along Keller Road for Phase I, and Tract C is towards the west property line along Seba in Phase II.
- Phase I will have two eastern accessways from Keller Rd. Phase II will have a western and a southern accessway from Seba Rd.
- This subdivision will build the planned 10-ft trails along Keller and Seba, as shown on our Master Trails Plan.
- With the updating of phase 2 to include the newly acquired property, the developer has been urged to preserve as many trees as possible.
 - An updated tree-preservation plan will be required with the construction plans for phase 2.
 - The existing trees along the property lines of adjacent properties will be preserved, as shown on the tree preservation plan.
- Adjacent Street Agreement:
 - Keller Rd is designated as a minor arterial with a planned Right of Way of 90-ft per the Master Street Plan.
 - All Right of Way for Keller Rd will be dedicated with the final plat for phase 1.
 - Right Of Way on Keller Rd is established at 40-ft instead of 45-ft due to planning staff error when project was first submitted. When the error was discovered, the project was substantially planned, and staff agreed to ask the engineer to redesign to dedicate the additional 5-ft of Right of Way would have been an undue hardship.
 - This subdivision will install 26-ft of pavement, and 2-ft gravel shoulders on each side. There will be ditches on either side of the road.
 - This subdivision will install a 10-ft trail along the frontage of their

- property.
- After a discussion between the City Engineer and Applicant, street trees will not be able to be provided on Keller Rd due to constraints with the ditch and force main.
- Streetlights will be installed at both entrances on Keller Rd, at the intersection of Keller & Seba and every 300-ft.
- Seba Rd is designated as major arterial with a planned Right of Way of 100-ft per the Mast Street Plan.
- The section of Seba Rd fronting this property is currently gravel and includes a sharp 90-degree turn. All Right of Way for Seba Rd will be dedicated with the final plat for phase 1.
 - This subdivision will dedicate 50-ft of Right of Way along their frontage to meet the Master Street Plan. To realign the sharp curve on Seba Rd, the subdivision will dedicate the entire 100-ft of Right of Way in the area of the curve. This Right of Way will be dedicated with the phase 1 final plat.
 - 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 is no longer providing a cost share in the amount of \$45,000 to pave a 330-foot section of Seba Rd adjacent to this subdivision's frontage due to the developer acquiring the property.
 - 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-Liner Ft of frontage.
 - Streetlights will be installed along Seba Rd at entrances and every 300-ft.
- Minor updates are needed to the adjacent street agreement, as highlighted in yellow.
- Staff recommend approval of the amended adjacent street agreement contingent on final comments being addressed.
- Planning Commission, Joey Ingle asked why the Seba updates in Phase 2.
 - City Engineer, Alan Craighead said originally, we had to put the cost share into the budget.
 - In addition, we do not want to have the construction vehicles for phase 2 going over new paved road and having the realignment of Seba during Phase 1.
 - Joey Ingle mentioned that it seems disproportionate when most of the housing is being built during phase 1.
 - Alan Craighead said the Seba Road improvements were always going to happen during Phase 2.
- Alan Craighead mentioned that a Change Order will be handed in with the addition to the lot.
 - Planner, Kayla Knight said she spoke to Tim Lemons, and they would like to take

- out the cul-de-sac and the road will go straight through and connect.
- Planning Commissioner, Brandon Swoboda asked what the timeline is for phase 1, phase 2, and Seba being completed.
 - Alan Craighead said it is on the developer's timeline.
 - Seba Road is going to be realigned to flatten out the 90 degrees turn at the stop sign, so it will need to be prepped for road base and not just typical paving.
 - Planner Dianne Morrison said all the Right of Way for Seba and Keller will be dedicated on the Final Plat on Phase 1.

With no questions from the commissioners, Jeff Seyfarth entertained a motion. Devin Murphy made a motion to Approve the SUB21-21 MEADOW RIDGE- ADJACENT STREET AGREEMENT with a 2nd from Joey Ingle. All members present voted Aye without negative, and Motion was carried.

6. OTHER

A. DEV24-06 CENTERTON SECURITY - Preliminary Plat & Plans- 974 N. Main St. (Zoned C-3/2.8) Applicant: Burris Architecture, Dave Burris; Owner: Liberty Defense Group, Ryan Hansen (Planner: KKnight)

- Ryan Hansen was present.
 - I am in the process of purchasing the property and using it temporarily as office space for 3 years.
- Planner, Kayla Knight gave the staff update.
 - I wanted to discuss the site and street improvement requirements.
 - The building on the site was previously a single-family residence with in-home daycare. The home was then converted to a duplex without the proper permits after the property was rezoned to C-3.
 - Due to the use of the property changing from residential to commercial, the property requires a large-scale development application.
 - Centerton Utilities has stated no water/sewer improvements will be required at this time based on the intensity of the use requested.
 - If the development expands, or if the uses changes to anything other than offices, water/sewer improvements will be required.
 - This parcel is located along N Main St, which is designated as a minor arterial with a planned ROW of 90-ft.
 - Right of Way dedication is not required as 45-ft of Right of Way was dedicated with TS23-11 per recorded plat L202345171.
 - The applicant is requesting to delay street improvements until such time as the parcel is developed. Street trees are being provided onsite. Should sidewalk be installed with this current development?
 - Per Title 14.04.05, this development requires 1 parking space/ 200 sf of building space, which would require 19 parking spaces. The ICC recommends 1 space/ 300 sf for offices, which would require 13 parking spaces.
 - The applicant is requesting to provide 9 parking spaces at this time due to using the building for a temporary period of 3 years.
 - Lighting is not shown on the current development plan.

- Landscaping is provided along the frontage of N Main St, outside of the ROW, and within a 15-ft landscape buffer. Trees are proposed at a spacing of 1 tree per 25-LF and shrubs are proposed as shown on landscaping plan.
 - A bioswale along the west end of the parking lot is required for filtration of stormwater coming off the parking lot and entering the drainage ditch.
- Should the Planning Commission determine that minimal improvements shall be allowed at this time, staff recommend the following conditions of approval be placed on the Large-Scale Development:
 - The development plans shall be revisited in 3 years, at which time the developer may be required to complete street and site improvements per Title 15. Should the use change before the 3-year period is up, the new use shall require a full LSD review.
 - No outside storage of materials will be permitted.
 - No additional paving shall be permitted on site without a new LSD review.
 - No building additions shall be permitted, and no additional buildings may be permitted on site without a new LSD review, which should include required site and street improvements. This development will not be eligible for minor-site improvements.
 - At the time the site expands, or if the use changes to anything other than offices, water/sewer improvements will be required.
- Planning Chair, Jeff Seyfarth asked Ryan Hansen to give more information about his business...hours, employees, and business plan.
 - Ryan Hansen said it is an armed security business in the field with about 9 employees that come and go.
 - No company vehicles.
 - Planning Commissioner Joey Ingle asked if they were planning to pave the parking lot.
 - Ryan Hansen said they were planning to rock the area.
 - They are planning to remove one entrance on the looped drive and concrete the apron.
- Planning Commissioner Tony Davis asked about onsite training.
 - Ryan Hansen said there is no training on site currently.
- Planning Commissioner, Brandon Swoboda is concerned with 3- year of no road improvements.
 - Planning Chair, Jeff Seyfarth said he was on the fence to make someone do improvements with gaps of no sidewalk on either side of the property and Main Street being a State Highway.
 - Joey Ingle said to make a Condition that if property develops on either side of the property within the 3- years, Centerton Security will have to install a sidewalk.
 - Planning Commission agrees that if the sidewalk needs to be installed within those 3- years, they will have 6- months to install the sidewalk on their side.
 - City Engineer, Alan Craighead said the state does not have Main Street on their schedule to improve, but Centerton keeps pushing for it because of the traffic

backup.


- The bioswale not currently shown on the plans.
 - City Engineer, Alan Craighead said the berm is not needed if the berm is installed to push the runoff to the east.
 - City Engineer, Alan Craighead said the bioswale is hard to maintain and the bioswale will fail within 5- years.
- City Planner, Kayla Knight asked about trash pickup.
 - Ryan Hansen said they are planning to use residential trash cans as they do not produce a lot of garbage.
 - If they need to go to commercial dumpster, Centerton Security will need to come back to the Planning Commission for approval.
- Approval from the Public Works Department will be needed if signage is added.
- Brandon Swoboda asked why they only want to do nine (9) parking spots?
 - City Planner said they are requesting nine (9) spots based on their use.
 - City Planner, Alan Craighead said any expansion of the parking lot will push it further east.
 - A Variance will be needed for the reduction of the parking spot requirements.
 - Planning Chair, Jeff Seyfarth said based on the conversation this evening, the Variance would not be an issue.
 - The Variance process is a Public Hearing process.
 - City Planner, Kayla Knight said she will send Ryan Hansen everything needed for the Variance process tomorrow.
 - The Variance could be run concurrently with the development plan.

7. ANNOUNCEMENTS

- A. Mayor Bill Edwards announced that there is additional training available via the Arkansas Municipal League.
- The incentive approved by the City Council is \$25.00 per month upon completion of each section.
 - The city will reimburse the cost for those that sign up.
- B. Next Council Meeting: 10/08/2024 @ 6:00 PM
- C. Next PC Meeting: 10/01/2024 @ 6:00 PM
- D. Next Tech Review Meeting: 9/19/2024 @ 2:00 PM (Zoom)

8. ADJOURN

Devin Murphy made a motion to adjourn the meeting at 6:58 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