

Minutes for December 2017
Planning Commission Meeting 12/04/2017

1. Call meeting to order at 6:00 p.m.

The December 04, 2017 Planning Commission meeting for the City of Little Flock was called to order by Chairperson, Tracy Englebrecht.

2. Roll Call

Roll call was taken by Secretary, Jessica Ferguson.

Present were:

Chairperson Tracy Englebrecht

Vice Chairperson Terry Talbott

Commissioner Luke Moffitt

Commissioner Troy Davis

Commissioner Diane Stafford

Commissioner Keith Ramsey

Absent were:

Commissioner Ray Webb

(Additional attendees are listed on the sign-in sheet)

3. Action on Minutes

Commissioner Diane Stafford motioned to approve the November 2017 Planning Commission meeting minutes as written.

Commissioner Keith Ramsey seconded the motion.

Roll Call:

Chairperson Tracy Englebrecht - yes

Vice Chairperson Terry Talbott - yes

Commissioner Luke Moffitt - yes

Commissioner Troy Davis - yes

Commissioner Diane Stafford - yes

Commissioner Keith Ramsey – yes

Motion passed unanimously.

4. Unfinished Business

No unfinished business.

5. New Business

- **Jack Pestello** – 5724 HWY 94 North; Lot Split

Rob Castor, Surveyor, stood to speak on behalf of Jack and Angela Pestello.

The property owners are asking for a lot split for refinancing purposes.

Commissioner Troy Davis stated, 150-foot street frontage is needed because the lots are zoned A-1. A Variance of 150-foot to 0 is needed with an easement filed with record.

The Stribling's would have to sign off on it as a sperate document and filed with Benton County records. Tract 3 will have whatever street frontage on the road way, tract 1 will have no street frontage, and tract 2 - 1a and 2a will have no street frontage but will need access easement. All three lots lack proper street frontage, we are working with existing with non-conforming. The back lots need some sort of access to it. I'd like to see a blow up of HWY 94 so we can see the right of way. It looks like you would have only one corner pin. The Variance for 150-foot down to wherever you can show is touching 40-foot of center line of the highway. The variance needs to address both pieces. We

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can't do anything about tract 3. It will be conforming because of the variance. Numbering it would be nice if it would read tract 1, tract 2, and tract 3 instead of 1a, 1b, etc.

Chairperson Tracy Englebrecht noted the barns are in a flood plain and people would have to cross the creek to get to them when it floods if the access is off Sugar Creek.

Commissioner Luke Moffitt stated he doesn't have any issues if the owners get the access easement.

Rob Castor stated the lot split is not for selling purposes at the time and he will speak to the owners concerning the Planning Commission's statements from the meeting.

The Planning Commissioners noted corrections that should be made to the submitted survey as a reference in the future.

Commissioner Troy Davis motioned to table the item (pending the application) for Variance application.

Commissioner Luke Moffitt seconded the motion.

Chairperson Tracy Englebrecht called it to a vote.

Roll call:

Chairperson Tracy Englebrecht - yes

Vice Chairperson Terry Talbott - yes

Commissioner Luke Moffitt - yes

Commissioner Troy Davis - yes

Commissioner Diane Stafford - yes

Commissioner Keith Ramsey – yes

Motion passed unanimously.

- **Copper Ridge** – Bart Bauer, Copper Ridge Subdivision – Little Flock Drive and East of Woods Lane; Final Plat

Chairperson Tracy Englebrecht asked to hear from the representative for Copper Ridge. Jorge Du Quesne, with Blew and Associates, stood to speak on behalf of the developer - Bart Bauer.

Jorge Du Quesne stated Copper Ridge passed the final inspection with the City of Little Flock's Engineer, James Geurtz with EDA (Earthplan Design Alternatives, PA).

Mayor Stout mentioned, Wes Usrey (City of Little Flock's Street Superintendent), toured Copper Ridge Subdivision earlier today (12/04/2017) and is concerned about the depth of the ditches at the entrance of the subdivision. They were dug too deep and are ponding. Wes also expressed the need for stone or rock to be placed in the ditches on both side of the entrance to help fix the drainage issue. Mayor Stout continued to report the punch list items from EDA were completed, the curbs were taken care of, but there is an issue with the new asphalt that was laid. Mayor Stout stated, "The new asphalt, where they widened the curve, slopes back into the street and creates a potential drainage/puddling issue." He also asked what will be placed in the islands along Copper Ridge Road?

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Commissioner Troy Davis stated the Variances and Lot widths on the cul-de-sac need to be added. The zoning on the Final Plat needs to be changed to R-1. He continued suggesting, George Rhoads (City of Little Flock's Attorney) should be consulted concerning the dedication and/or Deeding of Copper Ridge Road back to the City of Little Flock. The suggestion to contact George Rhoads was made because Jorge Du Quesne expressed concerns over legalities if the Dedication and/or Deeding of Copper Ridge Road is done by easement. Commissioner Troy Davis continued stating, all easements shall be dedicated to the City of Little Flock and all public utilities per this plat. The City of Little Flock does not require public sidewalks. The location of street lights and fire hydrants are not on the drawing. The variance to the right-of-way of the entrance to the subdivision needs to be added. It needs to have the 40ft. variance added to it on Little Flock Drive. Also, make sure the front lots meet the City's one acre or more minimum lot size." Commissioner Troy Davis asked if there will be a subdivision sign placed at the entrance? He stated, "If so, even though it is not a subdivision requirement, you will need to submit a drawing of the signage to the City Council for approval before building the subdivision sign. If the sign is within the right-of-way, at the entrance of Copper Ridge Road, it will need to have a sign encroachment agreement with City Council. The temporary sign you currently have there is really close to the intersection and is close to interrupting the view plane to the west of the property on Little Flock Drive. It is my suggestion the encroachment agreement should be on the final plat as one document."

The Commissioners explained to Jorge Du Quesne the sign encroachment agreement will need to state the following; How the sign exists, what entity (ex. P.O.A.) will maintain the sign, and who will do the repairs to the sign when needed. The drawing will need to show the location of the sign on the site plan, a description of the easement on the plat, if there will be utilities running to it, and it needs to be maintained with-in the public right-of-way.

Chairperson Tracy Englebrecht expressed the need for the original parent tract lot line and the new 40ft. from the center line to be shown on the Final Plat. It was also stated the Chairperson is comfortable approving the Final Plat contingent upon the dedication of the property right-of-way to the City of Little Flock.

The Commissioners placed notes on the Final plat for future references.

Mayor Robert Stout said the sign was originally going to be placed on the fence along the side of the entrance to Copper Ridge Road and not in the island that sits with-in the right-of-way of the entrance. He would like clarification to be provided to the City on the subject.

Jorge Du Quesne replied, "The asphalt issue will be addressed because the new asphalt was supposed to match the existing road slope. I am only aware of the electrical conduit on the island at the entrance of Copper Ridge Road at this time. I believe the other islands do not contain utilities. My understanding is, the subdivision sign will be 30 ft. long at the entrance, and it will be illuminated. I feel the encroachment agreement can be done as a separate document similar to an easement." Jorge Du Quesne informed the Commissioners he will have his office make the corrections to the Final Plat. He will inform Bart Bauer to contact the Little Flock Planning Commission Secretary with sign

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details, so the City can review the plans, and ensure the safety of the view corridor. Also, he will update Bart Bauer concerning the need for a sign encroachment agreement with City Council before construction begins on the subdivision sign.

Commissioner Troy Davis made a motion to approve the Copper Ridge Subdivision Final Plat with technical comments as per discussion, and shown on the document submitted to the Planning Commission with the variance notes, setback modification table, the right-of-way, and lot line adjustments along Little Flock Drive.

Commissioner Luke Moffitt seconded the motion.

Roll Call:

Chairperson Tracy Englebrecht - yes

Vice Chairperson Terry Talbott - yes

Commissioner Luke Moffitt - yes

Commissioner Troy Davis - yes

Commissioner Diane Stafford - yes

Commissioner Keith Ramsey – yes

Motion passed unanimously.

- **Chairperson Tracy Englebrecht** opened the voting for the 2018 Chairperson and Vice Chairperson.

Commissioner Luke Moffitt nominated Chairperson Tracy Englebrecht.

Commissioner Diane Stafford seconded the nomination.

Roll Call:

Vice Chairperson Terry Talbott - yes

Commissioner Luke Moffitt - yes

Commissioner Troy Davis - yes

Commissioner Diane Stafford - yes

Commissioner Keith Ramsey – yes

Vote passed unanimously.

Chairperson Tracy Englebrecht nominated Commissioner Diane Stafford for the 2018 Vice Chairperson.

Commissioner Troy Davis seconded the nomination.

Roll Call:

Chairperson Tracy Englebrecht - yes

Vice Chairperson Terry Talbott - yes

Commissioner Luke Moffitt - yes

Commissioner Troy Davis - yes

Commissioner Keith Ramsey – yes

Vote passed unanimously.

The 2018 Chairperson will be Tracy Englebrecht and 2018 Vice Chairperson will be Diane Stafford.

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6. Adjourn

Commissioner Diane Stafford motion to adjourn.

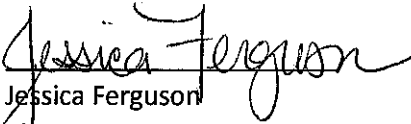
Chairperson Tracy Englebrecht seconded the motion.

Adjourned at 7:10 p.m.

7. After Meeting Work Session

None

Respectfully Submitted By:


Jessica Ferguson
Planning Commission Secretary

Approved By:


Tracy Englebrecht
Planning Commission Chairperson