

**January Agenda**  
**Planning Commission Meeting**  
**Tuesday, January 2, 2024**

**1. Call the meeting to order at 6:00 pm.**

**2. Roll Call**

- a. Commissioner Chairperson Bill Towle    \_\_\_present \_\_\_absent
- b. Commissioner Ellen Leonard            \_\_\_present \_\_\_absent
- c. Commissioner Richard Crow            \_\_\_present \_\_\_absent
- d. Commissioner Kelly Horn                \_\_\_present \_\_\_absent
- e. Commissioner Keith Ramsey            \_\_\_present \_\_\_absent
- f. Commissioner Marc Barry                \_\_\_present \_\_\_absent
- g. Commissioner Stephen Montellano      \_\_\_present \_\_\_absent

**3. Action on Minutes**

**4. Announcements**

- Happy New Year
- Thank you to Commissioner Keith Ramsey for his continued support for our PC for another three years.
- Reminder- All elected and appointed officials need to turn in their 2023 Financial Interest Forms to Mayor VanSickler or Richard Crow by Jan. 30, 2024.

**5. Unfinished Business**

None

**6. New Business**

- **Preliminary Plat application**, Between Rustic Drive, Wildflower, and Hwy 94. Andrew Smith with Blew & Associates will be speaking for the Gwen Meadows subdivision adjusted Phase 1 (23.7 acres) & Phase 2 (15.25 acres). Parcels #23-00002-000, #23-00003-000, and #23-00004-000. They are seeking feedback and approval to continue on to the City Review Process.
- **Property Line Adjustments**, 4349 Spring Valley Drive, Dykema Revocable Trust: Dan and Lisa, and Benafield Revocable Trust: Bryan and Amanda, represented by CEI Engineering Associates, Inc. Parcel #15-12391-000, #15-12392-000, #23-00463-000, #15-12393-000, 51.54 acres. We will nullify the Feb. 6, 2023, Lot Split at the same time we vote on these property line adjustments at the request of Mr. Dykema due to him not registering it with Benton County.
- **Lot Split**, 4355 Spring Valley Dr., Dykema Revocable Trust, Parcel #15-12391-000 and #23-00463-000.
- **Motion to appoint new Vice Chairperson for Planning Commission.**

**After meeting Work Session to follow.**

**January Minutes  
Planning Commission Meeting**

**Tuesday, 1/2/2024**

1. **Called the meeting to order at 6:00 pm.** Commissioner Chairperson Bill Towle

2. **Roll Call**

- |  |         |
|--|---------|
| a. Commissioner Chairperson Bill Towle | present |
| b. Commissioner Stephan Montellano     | present |
| c. Commissioner Ellen Leonard          | present |
| d. Commissioner Richard Crow           | absent  |
| e. Commissioner Kelly Horn             | present |
| f. Commissioner Keith Ramsey           | present |
| g. Commissioner Marc Barry             | present |

3. **Action on Minutes**

- Motioned to approve the December PC meeting minutes- Marc Barry
- Seconded the motion- Stephen Montellano

<b>VOTE:</b> Commissioner Stephen Montellano	Yes
Commissioner Ellen Leonard	Abstain due to being absent last month
Commissioner Richard Crow	absent
Commissioner Kelly Horn	Yes
Commissioner Keith Ramsey	Yes
Commissioner Marc Barry	Yes

4. **Announcements**

- Happy New Year
- Thank you Commissioner Keith Ramsey for his continued support for our PC for another three years.
- Reminder to all elected and appointed officials to turn in their 2023 Financial Interest Forms to Mayor VanSickler or Richard Crow, our treasurer, by Jan. 30, 2024. They need to be notarized.

5. **Unfinished Business**

- **Lot Line Adjustment Application-** William and Ann Salley tabled from last month has been removed from our agenda.

6. **New Business**

- **Preliminary Plat Application**, on Rustic Drive and Hwy 94, Gwen Meadows subdivision adjusted Phase 1 (23.7 acres) and Phase 2 (15.25 acres). Parcels #23-00002-000, #23-00003-000, and #23-00004-000. Seeking feedback and approval to continue on to the City Review Process. Andrew Smith with BLEW engineering and Bart Bauer presented the revised plat for Phase 1 and the plat for Phase 2. Changes to Phase 1 are contingent to the sale of Phase 2.
- Commissioner Kelly Horn motioned to approve Phase 1 continued progress of the project with suggested changes going forward to the engineers at Tech Review. Commissioner Keith Ramsey seconded the motion.

**VOTE on Phase 1:**

Commissioner Stephen Montellano	Yes
Commissioner Ellen Leonard	Yes
Commissioner Richard Crow	absent
Commissioner Kelly Horn	Yes
Commissioner Keith Ramsey	Yes
Commissioner Marc Barry	Abstain

- Comments from commissioners on Phase 2 included lack of the tree preservation area, lot 22 and 23 are short on road frontage, lot 28 and 17 are short on setbacks, and lot 15 is short on road frontage. Tony Wagner disputed property ownership since the land is in appeals in court.
- Commissioner Kelly Horn motioned to approve continued progress of the project with suggested changes going forward to the engineers at Tech Review. Commissioner Keith Ramsey seconded the motion.

**VOTE on Phase 2:**

Commissioner Stephen Montellano	Yes
Commissioner Ellen Leonard	Yes
Commissioner Richard Crow	absent

Commissioner Kelly Horn	Yes
Commissioner Keith Ramsey	Yes
Commissioner Marc Barry	Yes

- **Property Line Adjustment**, 4349 Spring Valley Drive, Dykema Revocable Trust: Dan and Lisa, and Benafield Revocable Trust: Bryan and Amanda, represented by CEI Engineering Associate, Dustin Riley. Parcel #15-12391-000, #15-12392-000, #23-00463-000, #15-12393-000, 51.54 acres.
- Commissioner Marc Barry motioned to approve this property line adjustment for tract 2 and 3. Commissioner Ellen Leonard seconded this motion.

**VOTE:**

Commissioner Stephen Montellano	Yes
Commissioner Ellen Leonard	Yes
Commissioner Richard Crow	absent
Commissioner Kelly Horn	Yes
Commissioner Keith Ramsey	Yes
Commissioner Marc Barry	Yes

- **Lot Split**, 4355 Spring Valley Drive, Dykema Revocable Trust, Parcel #15-12391-000 and #23-00463-000.
- Commissioner Ellen Leonard motioned to approve this lot split for Tract 4 and 5, and to nullify the Feb. 6, 2023, lot split. Commissioner Stephen Montellano seconded the motion.

**VOTE:**

Commissioner Stephen Montellano	Yes
Commissioner Ellen Leonard	Yes
Commissioner Richard Crow	absent
Commissioner Kelly Horn	Yes
Commissioner Keith Ramsey	Yes
Commissioner Marc Barry	Yes

- **Motion to appoint a new Vice Chairperson for our Planning Commission.** After discussing responsibilities related to this position, Chairperson Commissioner Bill Towle nominated Stephen Montellano.
- Commissioner Kelly Horn motioned to approve this nomination for Stephen Montellano as our new Vice Chairperson for one year for the Little Flock Planning Commission for 2024. Commissioner Marc Barry seconded the motion.

**VOTE:**

Commissioner Stephen Montellano	Abstain
Commissioner Ellen Leonard	Yes
Commissioner Richard Crow	absent
Commissioner Kelly Horn	Yes
Commissioner Keith Ramsey	Yes
Commissioner Marc Barry	Yes

- **Motion to reappoint Bill Towle as our Chairperson for the Little Flock Planning Commission for 2024.**
- Mark Barry motioned for Commissioner Bill Towle to remain our Planning Commission Chair. Kelly Horn seconded the motion. A unanimous vote was taken to approve Bill Towle as our 2024 Planning Commission Chair.

**7. Motion to Adjourn**

- Commissioner Stephen Montellano motioned to adjourn the meeting and Commissioner Marc Barry seconded the motion.

**VOTE:**

Commissioner Stephen Montellano	Yes
Commissioner Ellen Leonard	Yes
Commissioner Richard Crow	absent
Commissioner Kelly Horn	Yes
Commissioner Keith Ramsey	Yes
Commissioner Marc Barry	Yes

 Commissioner Chairperson, Bill Towle 2/5/24 Date

 Planning Secretary, Kim Kendrick 2/5/24 Date



