

July Agenda
Planning Commission Meeting / Board of Adjustments
Monday, July 1st, 2024

1. Call Meeting to Order at 6 p.m.

2. Roll Call

3. Action on May Minutes

4. Announcements

- Next PC Work Session – Monday, July 22nd, 2024 6pm
- Next PC Regular Meeting – Monday, August 5th, 2024 6pm

5. Unfinished Business

- None

6. New Business

- **Conditional Use Permit** - Esterer Investments, LLC - Conditional Use - 4933 Rocky Ridge Trail - Parcel# 23-00089-000 - Short Term Rental

- **Conditional Use Permit** - Esterer Investments, LLC - Conditional Use - 4943 Rocky Ridge Trail - Parcel# 23-00089-002 - Short Term Rental

- **Lot Line Adjustment** - Karla & Gary Owens - 4917 Owens Lane - Parcel# 23-00074-000 & Donna & John Owens - 4914 Owens Lane - Parcel# 23-00076-000

- **Lot Split** - Ryan Hendren Living Revocable Trust - 12921 Nichols Road - Parcel# 18-07390-001

- **Lot Line Adjustment** - Ryan Hendren Living Revocable Trust - 12921 Nichols Road - Parcel# 18-07390-000 & 18-07390-001. Contingent upon Lot Split approval.

- **Lot Line Adjustment** - Peter and Werner Peter Alberts - 1512 Burton Drive - Parcel# 23-00283-001, Megan Golden Herrington - 3618 Burton Lane - Parcel# 23-00251-000, Kenneth Epting - 3818 B North 13th Street - Parcel# 23-00248-008

- **Lot Line Adjustment** - Pea Ridge Substation - Carroll Electric/Garrett Greer - Sugar Creek Road - Parcel# 18-07396-000, Stribling Trust - Sugar Creek Road - Parcel# 23-00001-007, Matthew Helfer - 10741 Sugar Creek Road - Parcel# 18-07397-000

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- **Waiver Request - Pediatric Plus - 3415 N. Dixieland Road - Parcel# 23-00285-000**

- **Conditional Use Permit Renewal - Country Manor - Jason & Tammy Wortham - 3949 Chestnutt Lane - Parcel# 23-00266-002**

- **(Vote on ADU Policy)**

7. Adjourn from Planning Commission Meeting

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Roll Call

● Chairman Bill Towle	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
● Vice Chairman Stephen Montellano	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
● Commissioner Ellen Leonard	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
● Commissioner Richard Crow	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
● Commissioner Kelly Horn	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
● Commissioner Keith Ramsey	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
● Commissioner Marc Barry	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent

**July PC Meeting Minutes
Planning Commission
Monday, July 1, 2024**

1. **Called the meeting to order at 6:00 p.m. - Commissioner Chairman Bill Towle**

2. **Roll Call-**

- | | |
|-------------------------------------|---------|
| • Chairman Bill Towle- | present |
| • Vice Chairman Stephen Montellano- | absent |
| • Commissioner Marc Barry- | present |
| • Commissioner Richard Crow- | present |
| • Commissioner Kelly Horn- | absent |
| • Commissioner Ellen Leonard- | present |
| • Commissioner Keith Ramsey- | present |

3. **Action on May Minutes: (No June meeting minutes due to tornado damages to City Hall):**

Richard Crow motioned to approve the minutes as they stand.

Ellen Leonard motioned to second the motion.

Vote: Vice Chairman Stephen Montellano- absent

Commissioner Marc Barry- yes

Commissioner Richard Crow- yes

Commissioner Kelly Horn- absent

Commissioner Ellen Leonard- yes

Commissioner Keith Ramsey- yes

• **Approval on Vote for Board of Adjustments meetings to be separated:**

Richard Crow motioned to approve .

Marc Barry motioned to second the motion.

Vote: Vice Chairman Stephen Montellano- absent

Commissioner Marc Barry- yes

Commissioner Richard Crow- yes

Commissioner Kelly Horn- absent

Commissioner Ellen Leonard- yes

Commissioner Keith Ramsey- yes

4. **Announcements**

- Chairman Towle announced the following:
 - Next PC Work Session - Monday July 22nd, 2024 6pm
 - Next PC Regular Meeting - Monday, August 5th, 2024 6pm
 - Location will be at the Sunshine School located at 3400 Woods Lane
 - City Hall is completely gone, temporary trailers have been put into place and will soon have normal operations, currently must go through the Fire Department.
 - Thank you to all City Employees for doing a good job of getting back to the course of things.
 - Thank you to Sunshine School for allowing the city to use their facilities for meetings.

5. **Unfinished Business**

- None

6. New Business

- Conditional Use Permit, Esterer Investments LLC, Parcel# 23-0089-000, 4933 Rocky Ridge Trail, ~ Short Term Rental (current), renewal will be in January 2025.

Motion to accept Conditional Use Permit for Short Term Rental on Esterer Investments LLC, 4933 Rocky Ridge Trail: Ellen Leonard

Seconded the motion: Keith Ramsey

Vote: Motion Passed Unanimously

- Conditional Use Permit, Esterer Investments LLC, Parcel# 23-0089-000, 4943 Rocky Ridge Trail, ~ Short Term Rental (current), renewal will be in January 2025.

Motion to accept Conditional Use Permit for Short Term Rental on Esterer Investments LLC: Ellen Leonard

Seconded the motion: Keith Ramsey

Vote: Motion Passed Unanimously

- Lot Line Adjustment, Karla & Gary Owens - 4917 Owens Lane, Parcel# 23-00074-000 and Donna & John Owens, Parcel# 23-0076-000 at 4914 Owens Lane

Motion to approve Lot Line Adjustment for Parcel# 23-00074-000 & Parcel# 23-0076-000: Marc Barry

Seconded the motion: Keith Ramsey

Vote: Motion Passed Unanimously

- Lot Line Adjustment, Ryan Hendren Living Revocable Trust - 12921 Nichols Road, Parcel# 18-07390-001

Motion to approve Lot Line Adjustment contingent upon Lot Split approval for Parcel# 18-07390-001: Keith Ramsey

Seconded the motion: Marc Barry

Vote: Motion Passed Unanimously

- Lot Split Application, Ryan Hendren Living Revocable Trust - 12921 Nichols Road, Parcel# 18-07390-000 & 18-0739001

Motion to approve Lot Split Application as it reads today: Richard Crow

Seconded the motion: Ellen Leonard

Vote: Motion Passed Unanimously

- Lot Line Adjustment, Peter & Werner Peter Alberts, 1512 Burton Drive, Parcel# 23-00283-001 - Megan Golden Herrington, 3618 Burton Lane, Parcel# 23-00283-001 - Kenneth Epting, 3818 B North 13th Street, Parcel# 23-00248-008

Motion to table Lot Line Adjustment for Parcels# 23-000283-001, 23-00283-001, 23-00248-008: Richard Crow

Seconded the motion: Keith Ramsey

- ~ Golden Herrington will need to do a Lot Split with surveys showing how the property looks like now and what it will look like afterwards. It must also show Right-A-Way dedication & easement dedication for Burton Drive.
- ~ All Properties on Burton Drive must show an articulating line on survey.
- ~ Alberts will continue the process for Lot Line Adjustment.
- ~ Epting will need Golden Herrington to complete Lot Split to obtain the new parcel.

Vote: Motion Passed Unanimously

Motion to table Epting Lot Line Adjustment until Golden Herrington completes Lot Split: Richard Crow

Seconded the motion: Marc Barry

Vote: Motion Passed Unanimously

- Lot Line Adjustment, Pea Ridge Substation, Carroll Electric/Garrett Greer, Sugar Creek Road - Parcel# 18-07396-000 - Stribling Trust, Sugar Creek Road, Parcel# 23-00001-007 - Matthew Helfer, 10741 Sugar Creek Road, Parcel# 18-07397-000

Motion to table Lot Line Adjustment for Parcels# 18-07396-000, 23-00001-007, 18-07397-000: Richard Crow

Seconded the motion: Ellen Leonard

- ~ City Attorney Shane Perry suggested to have Carroll Electric legal department to do an Annex.
- ~ Stribling will need to a Lot Split
- ~ Helfer will need to do a Lot Line Adjustment and wedge to dissolve that line.

Vote: Motion Passed Unanimously

- Waiver Request, Pediatric Plus, 3415 N. Dixieland Road, Parcel# 23-00285-000

Motion to approve Waiver Request for Pediatric Plus for street improvements but deny the request for right-a-way removal: Richard Crow

Seconded the motion: Keith Ramsey

Vote: Motion Passed Unanimously

- Conditional Use Permit Renewal, Country Manor, Jason & Tammy Wortham, 3949 Chestnut Lane, Parcel# 23-000266-002

Motion to approve Conditional Use Permit Renewal for Country Manor: Keith Ramsey
Seconded the motion: Ellen Leonard

Vote: Motion Passed Unanimously

- Vote for ADU Policy

Motion to approve ADU Policy with City Attorney Shane Perry edits and define
Conditional Use Permit: Ellen Leonard
Seconded the motion: Marc Barry

Vote: Motion Passed Unanimously

7. Adjourn the PC Meeting

Commissioner Ellen Leonard motioned to adjourn from the Planning Committee meeting.
Commissioner Marc Barry seconded the motion.

Our next PC Work Session will be held on July 22nd, 2024.

Our next PC Session will be held on August 5th, 2024.



Commissioner Chair Bill Towle



Planning Secretary, Marcela Pecina



CITY OF
LITTLE FLOCK
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Planning Commission Meeting Sign-In Sheet

MEETING DATE: 7/1/2024		
NAME	ADDRESS	PHONE#
Becky Tucker	20515 Einkelky Rd, Centery	937 237-5746
Garrett Greer		417-434-4988
Ray Fyfe	411 Allison Rd Austin Ar	501-590-9268
Tommy & Kelly Roberts	4914 WILSON LN -	479 619-7115
Pefer Alberts	1512 Burton Lane	479 799 5398
SARA Golden	1101 Hilltop DR	810 389 6600
Megan Herrington	3600 Purton	479 631 0315
Merger Albens	1512 Burton Lane	479 799 5398
Suzie Scotty Epting	3818B N. 13th St	479-721-2797
Ryan Hendra	12913 Wickata rd	918-899-7199
Bruce Jordan	9 Keightley Ln RV	479-721-4811
Jim Long	8205 Walton Bentonville	479-530-2178
Dale Farbach		
Becky Feltner	808 McClure Rd	479 531 1839
Dennis Baker	1289 Rustic Dr	474 530 9054