

Planning Commission Minutes
November 25, 2024, at 6 PM

1. **ROLL CALL** – The meeting was called to order by Chair Robert Mann. A quorum was present.

PRESENT

Robert Mann, Chair
Gerry Harris, Vice Chair
Chad Ball
Judy Horne
Keith Macedo -
Norm Toering
Howard Carter

ABSENT: Bobby Wilson

City Employees Present: Melissa McCarville, City Business Manager; Jay Moore, City Attorney; Rick Bramall, City Building Inspector; Chris Brackett, City Engineer; Bill Hellard, Fire Chief;

2. **Approval of Minutes:** The October 28, 2024, minutes were unanimously approved with the following corrections in the last paragraph on first page, it should say Redilube, not Reidlube, then in the 4th paragraph from the bottom it should say “they”, instead of “we”.

3. **Comments from Citizens:** None

1A. Preliminary Plat – Summerfield Ph. III Property owned by DRP Holdings, Location –North side of Wilson Street north of Summerfield Ph II., Presented by Jorgensen & Associates.

Charles Zardin representing Jorgensen & Associates and explained this is Ph. III of Summerfield Subdivision, which is the north side of Wilson, north of the previous subdivision. This phase previously came through and was approved with phase II. It has been over a year since this was approved and since the one-year time frame has expired we are coming back through for approval; we are sticking with the original layout and zoning.

Judy Horne asked out of curiosity why are you doing this section and leaving the section to the east of it right now? Mr. Zardin explained it was being reserved for future development, probably Ph. IV. City Engineer Chris Brackett stated when it originally came through planning commission Ph. III and IV were both included in this property.

City Engineer Chris Brackett read a memo listing conditions for approval for the Preliminary Plat: Chaiman Robert Mann stated there was a typo, memo was dated Feb. 28, 2022, and the memo should be dated Nov. 25, 2024.

1. On April 27, 2020, the Planning Commission approved Phase I with the following condition. "The Developer and City Staff have come to an agreement for the required offsite improvements for this development. This agreement is only binding if the Planning Commission agrees to the offsite improvements as follows.
 - f. The city (Planning Commission) agrees to waive the payment in lieu of parkland dedication for *all phases* of this development."

Due to this condition of Phase I, there will be no requirement for parkland dedication for this phase of the development.

2. The fire hydrant locations shown on the plat, and the utility plans must be reviewed and approved by the Fire Department.
3. The water and sewer improvements must be reviewed and approved by the City of Fayetteville Engineering Department and the Arkansas Department of Health prior to

- any construction activities.
4. A completed Grading Permit Application and fee must be submitted to the City prior to final approval of the construction plans. A preconstruction conference will be required prior to any grading on the site. The owner, their engineering consultant, and the contractor responsible for the best management practices will be required to attend this conference.
 5. After a final review set of plans and drainage report have been approved by KMS, the applicant shall submit to the City two (2) sets of the full-size plans and three (3) sets of the half size plans, and two (2) copies of the final drainage report that have been sealed by the engineer of record for final approval and distribution.

Public Comment: None

Chairman Mann called to question property owned by DRP Holdings, LLC property located North side of Wilson Street, North of Summerfield PH. II presented by Jorgensen & Associates and subject to Chris Brackett's memo with corrected date upon roll call vote, the Preliminary Plat passed unanimously.

1B. Final Plat – Farmington Heights, Property owned by MRS Enterprises, Location –15 W. Chickasaw Rd., Presented by Engineering Services, Inc.

Jason Apple, representing Engineering Services, Inc. explained they had brought this forward and previously approved, and we made some modifications and adjustments to the plat. There were three lots here before going back with three lots, this is in connection with the project to the southeast duplex project. We had the secondary access come through Chickasaw, we have refigured the three lots and are asking for approval.

City Engineer Chris Brackett read a memo listing conditions for approval for the Final Plat:
Chairman Robert Mann stated there was a typo, needed to strikeout Washington Water Authority.

1. Any modifications to the water and sewer improvements must be reviewed and approved by the City of Fayetteville and the Arkansas Department of Health. These modifications must be completed and accepted by the proper authority prior to signatures on the revised plat.

Public Comment: None

Chairman Mann called for question to approve the final plat for Farmington Heights, property owned by MRS Enterprises, property located at 15 W. Chickasaw and presented by Engineering Services, Inc. and subject to Chris Brackett's memo with correction of Washington Water Authority being struck, upon roll call vote the Final Plat passed unanimously.

Adjournment: Having no further business, motion was made and seconded to adjourn; it was approved unanimously, and meeting was adjourned.



Chad Ball, Secretary



Robert Mann, Chair