

City of Harrison

Planning Commission Minutes

February 24, 2015

Public Hearing:

No Public Hearing

Planning Commission Meeting:

Harrison Planning Commission Chairman Mike Norton called the meeting to order on Tuesday, February 24, 2015 at 1:00 p.m. in the Council Room at the Harrison City Hall.

Roll Call:

Michael Norton (Term Exp. 2/2017) P	Bob Dodson (Term Exp. 2/2016) P
Cloyd Baltimore (Term Exp. 2/2016) A	Pat Brown (Term Exp. 2/2016) P
Michael Hoffman (Term Exp. 2/2017) P	Brian Herring (Council Liaison) P
Mike Horn (Term Exp. 2/2017) P	

Brian Herring moved to approve the minutes from the October 28, 2014 meeting. Michael Hoffman seconded the motion. The vote was all ayes, motion carried.

Agenda Items:

Final Plat Approval for Jeff Crockett Trust Property:

The property located East of Goblin Drive and is located in I-1, (Heavy Industrial) Zone. The plat consists of 3 lots. After brief discussion Brian Herring moved to approve the Final Plat as presented. Pat Brown seconded the motion. The vote was all ayes, motion carried.

Large Scale Development Site Plan Review & Approval:

Approval for Brent and Andrea Correll, (Correll Family Gardens & Gifts). The property is located at 1413 Goblin Drive, Tract 2 of the Jeff Crockett Trust Property, containing 2.84 acres. The property is zoned I-1 (Heavy Industrial). After some discussion Bob Dodson made a motion to approve the Site Plan contingent upon the completion and filing of the Jeff Crockett Trust Property Final Plat. Michael Hoffman seconded the motion. The vote was all ayes, motion carried.

There being no further business, the meeting was adjourned.

Michael Norton, Chairman

Jeff Pratt, City Clerk

City of Harrison

Planning Commission Minutes

March 24, 2015

Public Hearing:

A variance request by Northwest Regional Housing Authority for a 10' variance from the 20' rear yard setback for future construction of an ADA compliant Triplex located at 1600 Campus Ave. 1023 and 1029 Highway 123 South. This property is located on a corner lot and fronts two streets. Zoning for this property is R-2, General Residential.

No one spoke in favor or against the above variance, therefore the public hearing was closed.

Planning Commission Meeting:

Harrison Planning Commission Chairman Mike Norton called the meeting to order on Tuesday, March 24, 2015 at 1:00 p.m. in the Council Room at the Harrison City Hall.

Roll Call:

Michael Norton (Term Exp. 2/2017) P	Bob Dodson (Term Exp. 2/2016)P
Cloyd Baltimore (Term Exp. 2/2016)..... P	Pat Brown (Term Exp. 2/2016)A
Michael Hoffman (Term Exp. 2/2017)..... P	Brian Herring (Council Liaison)P
Mike Horn (Term Exp. 2/2017)..... A	

Brian Herring moved to approve the minutes from the February 24, 2015 meeting. Cloyd Baltimore seconded the motion. The vote was all ayes, motion carried.

Agenda Items:

Variance Request by Northwest Regional Housing Authority:

A variance request by Northwest Regional Housing Authority for a 10' variance from the 20' rear yard setback for future construction of an ADA compliant Triplex located at 1600 Campus Ave. 1023 and 1029 Highway 123 South. This property is located on a corner lot and fronts two streets. Zoning for this property is R-2, General Residential.

Neil Gibson & Charlie McCutcheon spoke on behalf of the Housing Authority. After lengthy discussion Cloyd Baltimore moved to approve the request due to undue hardships currently on the corner lot with all the setbacks. Brian Herring seconded the motion. The vote was all ayes, motion carried.

There being no further business, the meeting was adjourned.

Michael Norton, Chairman

Jeff Pratt, City Clerk

City of Harrison

Planning Commission Minutes

May 26, 2015

Public Hearing:

Southland Capital Realty Group petitioned for a rezone of a property located at 620 S. Pine (formerly known as the Terminex Building) from C-2, (Commercial Office District) to C-3 (Highway Commercial). The property fronts State Hwy 7 South. Ron Patrick spoke on behalf of the Southland Capital Realty Group, and presented the issue to the Commission. Mary Hickman and Mrs. Hawk spoke against the rezone. It was their concern that this would affect the value and beauty of the area.

No further discussion in favor or against the above variance, therefore the public hearing was closed.

Planning Commission Meeting:

Harrison Planning Commission Chairman Mike Norton called the meeting to order on Tuesday, May 26, 2015 at 1:00 p.m. in the Council Room at the Harrison City Hall.

Roll Call:

Michael Norton (Term Exp. 2/2017) P	Bob Dodson (Term Exp. 2/2016) A
Cloyd Baltimore (Term Exp. 2/2016) P	Pat Brown (Term Exp. 2/2016) P
Michael Hoffman (Term Exp. 2/2017) P	Brian Herring (Council Liaison) P
Mike Horn (Term Exp. 2/2017) P	

Commissioner Herring moved to approve the minutes from the March 24, 2015 meeting. Commissioner Baltimore seconded the motion. The vote was all ayes, motion carried.

Agenda Items:

Action on Public Hearing for the Southland Capital Realty Group on Rezoning 620 S. Pine

The Commissioners discussed the issues brought up by the public hearing. The Commissioners discussed different ideas to help eliminate any concerns. The major concern discussed was the fear that the new owner would operate an unsightly automotive repair business. After further discussion Commissioner Horn moved to recommend to the City Council the re-zone conditional upon a privacy fence barrier be erected where the property abuts residential property.

Commissioner Herring seconded the motion. The vote was: Herring, Baltimore, and Horn voting yes; and Brown and Hoffman voting no, motion carried.

Site Plan Review for the Harrison High School and Middle School Additions.

The property located at 925 Goblin Drive and in an R-1 Zone, (Single Family Residential).

James Gibson with McClelland Consulting Engineers represented the School District.

Commissioner Norton noted that he had not seen any additional documents concerning drainage, parking, traffic flow, etc. Director of Public Works Phillips advised the Commission that he had been working with the Engineers and that the amount of the data was huge and he was concerned

about how to funnel out the large amount of the data. Concerns were brought up about the amount of parking and the amount of handicap parking. Phillips advised the Commission that the Drainage Study was complete, along with a Traffic Study. Phillips advised that all steps had been addressed except the parking study. After lengthy discussion Baltimore moved to table the issue to a special called planning commission meeting Tuesday June 2, 2015 at 1:00 pm to consider the entire package, including parking study and the additions of sidewalks to the building. Brown seconded the motion. The vote was all ayes, motion carried.

There being no further business, the meeting was adjourned.

Michael Norton, Chairman

Jeff Pratt, City Clerk

City of Harrison

Special Called Planning Commission Minutes

June 2, 2015

Public Hearing:

No Public Hearing

Planning Commission Meeting:

Harrison Planning Commission Chairman Mike Norton called the meeting to order on Tuesday, June 2, 2015 at 1:00 p.m. in the Council Room at the Harrison City Hall.

Roll Call:

Michael Norton (Term Exp. 2/2017) P	Bob Dodson (Term Exp. 2/2016) P
Cloyd Baltimore (Term Exp. 2/2016)..... P	Pat Brown (Term Exp. 2/2016) P
Michael Hoffman (Term Exp. 2/2017)..... P	Brian Herring (Council Liaison) P
Mike Horn (Term Exp. 2/2017)..... A	

Being a Special Called meeting the minutes from the May 26, 2015 were not addressed.

Agenda Items:

Site Plan Review for the Harrison High School and Middle School Additions.

The property located at 925 Goblin Drive and in an R-1 Zone, (Single Family Residential). Previous meeting concerns brought up about the amount of parking and the amount of handicap parking. Phillips advised the Commission that the Traffic Study was complete. Phillips advised that all steps had been addressed. Phillips presented the Commission with standards from other Cities that he had checked with. Phillips advised that the Commission will be setting a precedent with this decision since our current Zoning Regulations do not address assemble areas as far as parking decisions are concerned. After lengthy discussion Herring moved to accept the site plan for construction at High School as presented and require a 4' wide sidewalk along the entire school property along Goblin Drive, Dodson seconded the motion. Baltimore then moved to amend the motion to change the sidewalk to 5' wide. Brown seconded the motion to amend. The vote on the amendment to the motion was all ayes, motion carried. The commission then voted on the motion as amended. The vote was all ayes, motion carried.

There being no further business, the meeting was adjourned.

Michael Norton, Chairman

Jeff Pratt, City Clerk

City of Harrison

Planning Commission Minutes

June 23, 2015

Public Hearing:

No Public Hearing

Planning Commission Meeting:

Harrison Planning Commission Chairman Mike Norton called the meeting to order on Tuesday, June 23, 2015 at 1:00 p.m. in the Council Room at the Harrison City Hall.

Roll Call:

Michael Norton (Term Exp. 2/2017) P	Bob Dodson (Term Exp. 2/2016) P
Cloyd Baltimore (Term Exp. 2/2016)..... P	Pat Brown (Term Exp. 2/2016) A
Michael Hoffman (Term Exp. 2/2017) A	Brian Herring (Council Liaison) P
Mike Horne (Term Exp. 2/2017) P	

Commissioner Herring moved to approve the minutes from the May 26, 2015 & the June 2, 2015 meetings. Commissioner Dodson seconded the motion. The vote was all ayes, motion carried.

Agenda Items:

Final Plat approval for RMSC Commercial Plaza for Glenn Fast. The property is located on 303 North Walnut Street, and is located in a C-3 (Highway Commercial) Zone.

Charlie McCutcheon representing the owner presented the Commission with the final plat approval and answered questions about the project. After discussion Commissioner Dodson moved to approve the Final Plat as presented. Commissioner Herring seconded the motion. The vote was all ayes, motion Carried.

Development Site Plan Review & Approval for Air Evac, EMS, Inc. The property is located at 620 North Main Street and is located in C-3 (Highway Commercial) Zone.

Public Works Director presented the Site Plan and addressed some items that are still being addressed.

1. Install emergency access approved by the City to this and adjoining properties.
2. Water Service installed from Spring Street with a Fire Hydrant being installed.
3. 25' Access Agreement along South boundary remove old driveway connecting to old Holiday Inn property.
4. All FAA permits applied for.

After further discussion Commissioner Herring moved to approve the Site Plan contingent upon the above 4 items being addressed. Commissioner Dodson seconded the motion. The vote was all ayes, with Commissioner Norton abstaining from the vote, motion carried.

Development Site Plan Review & Approval for Richard and Kristi Myers. The property is located at 301 North Industrial Park Road and is located in I-1, (Heavy Industrial) Zone. Charlie McCutcheon represented the Myers and presented a site plan for the project. After some discussion Commissioner Dodson moved to approve the site plan as presented. Commissioner Baltimore seconded the motion. The vote was all ayes, motion carried.

Large Scale Development Site Plan Review & Approval for North Arkansas Regional Medical Center.

Director of Public Works Phillips presented the project to the Commission and explained the comments and the progress that has been done so far. He went on to explain the drainage issues, flood plain issues, and utility issues with this property and advised that all the issues had been addressed with the hospital. After a brief discussion Commissioner Baltimore moved to approve the site plan as presented. Commissioner Herring seconded the motion. The vote was all ayes, with Commissioner Norton abstaining from the vote, motion carried.

Final Plat approval of the re-plat of Lots 7, 9, and 11, Block 3 of the original Town of Harrison for Vita Saville.

Chairman Norton explained that there were some issues unique with this property in that it did not conform with all current zoning requirements due to the age of the property and the building currently on the property were "Grandfathered" into our existing zoning. After brief discussion Commissioner Herring moved to approve the plat. Commissioner Dodson seconded the motion. The vote was all ayes, motion carried.

There being no further business, the meeting was adjourned.

Michael Norton, Chairman

Jeff Pratt, City Clerk

City of Harrison

Planning Commission Minutes

August 25, 2015

Public Hearing:

Mel Harness is requesting a variance for an addition located at 418 South Main Street. The existing buildings are currently encroaching the front setback, and Mr. Harness wants to connect the two existing structures to make them into one structure and improve the property.

Nobody spoke in the Public Hearing. The hearing was closed.

Planning Commission Meeting:

Harrison Planning Commission Chairman Mike Norton called the meeting to order on Tuesday, August 25, 2015 at 1:00 p.m. in the Council Room at the Harrison City Hall.

Roll Call:

Michael Norton (Term Exp. 2/2017) P	Bob Dodson (Term Exp. 2/2016) P
Cloyd Baltimore (Term Exp. 2/2016)..... P	Pat Brown (Term Exp. 2/2016) A
Michael Hoffman (Term Exp. 2/2017) A	Brian Herring (Council Liaison) P
Mike Horne (Term Exp. 2/2017) P	

(Commissioner Baltimore was absent during the role call but did arrive prior to any action on the agenda items)

Commissioner Herring moved to approve the minutes from the June 23, 2015 meeting. Commissioner Dodson seconded the motion. The vote was all ayes, motion carried.

Agenda Items:

Action on Public Hearing for Mel Harness variance request:
Chairman Norton asked Public Works Director Phillips if any documentation had been presented showing that denying this variance would pose an undue hardship on the land owner. Norton stressed that in order to proceed with the variance request, the owner must provide a statement showing that without the variance the owner would be faced with an undue hardship. Norton advised the commission that the undue hardship was the "litmus test" as to whether the commission could grant a variance or not. He warned that without that documentation the Commission could set a precedent of granting variances without proper cause. There was further discussion as to the age of the structure and if it pre-dated the highway setbacks. It was the common consensus that it did pre-date the highway setbacks but requested some sort of documentation showing the approximate age. Commissioner Herring moved to table the variance until the owner could provide documentation showing the building pre-dated the setback requirements, and a statement showing that not granting the variance would create an undue hardship on the owner. Commissioner Dodson seconded the motion. The vote was all ayes, motion carried.

Glenn Fast concerning previous approval of proposed Air Evac project:

Mr. Fast addressed the Commission and requested that his Attorney speak on his behalf. Mr. Fast's attorney Rick Watson then addressed the Commission and expressed their concerns. It was Watson's opinion that the proper procedures were not adhered to and proper notice of the planning commission meeting was not given to the public. It was their feelings that opponents to the project did not have the ability to address their concerns prior to the approval of the project. They felt that the Commission had overstepped their interpretation of the zoning codes and requested that the Commission stop the project and put a hold on further development until the proper public hearings could be held and all sides of the issue thoroughly discussed. Chairman Norton advised that all the proper notifications and procedures had been followed. Norton went on to explain that Mr. Fast could appeal the decision to the City Council, if he felt that planning commission had acted in error. Mr. Fast then reiterated his stance that the City's current methods of notifying the public of upcoming meetings was not adequate and asked the commission again to reconsider.

There being no further business, the meeting was adjourned.

Michael Norton, Chairman

Jeff Pratt, City Clerk