

City of Arkadelphia
Board of Zoning Adjustment and
Planning Commission Meeting
December 9, 2021 at 5:30 p.m.
City Hall Boardroom, 700 Clay Street
Arkadelphia, Arkansas 71923

AGENDA

1. Call the Board of Zoning Adjustment to order.
2. Staff Report for Wesley & Freddie Mae Butler's requests
3. Public Hearing to consider a variance request by Wesley & Freddie Mae Butler to install a manufactured home in a Medium Density Residential District (R-2).
4. Staff Report for The Unique Corp and Matthew Pittman's requests
5. Public Hearing to consider a variance request by The Unique Corp and Matthew Pittman from the yard requirements for Highway Commercial District (C-2)
6. Adjourn Board of Zoning Adjustment
7. Call the Planning Commission to order.
8. Consider the November 18, 2021 Planning Commission minutes.
9. Staff Report for Southridge Crossing, Phase I Preliminary Plat approval
10. Consider Good Ole Boys Holding Co, LLC's request for Preliminary Plat approval for Southridge Crossing Phase I
11. Building Department Report, DeAnna Graves
12. Other business
13. Adjourn Planning Commission



Building Department Manager
DeAnna Graves
700 Clay St.
Arkadelphia, AR 77923
Ph: (870) 246-1818
deanna.graves@arkadelphia.gov

Date: December 1, 2021

To: Board of Zoning Adjustment

Cc: Gary Brinkley, City Manager; City Board of Directors; and Ed McCorkle, City Attorney

From: DeAnna Graves, Building Department Manager dg

Re: Public hearing to consider Wesley and Freddie Mae Butler's variance request to replace a manufactured home in a Medium Density Residential Use District (R-2) at 1519 Gresham Street.

Wesley and Freddie Mae Butler are requesting permission to replace a manufactured home in a Medium Density Residential Use District (R-2). Manufactured homes are not a permitted use in an R-2 zoning district.

As required, a legal notice was published in The Standard and adjacent property owners were notified. Staff has received no objections to the requests.

Land Use Ordinance B-425, Art. 7-4, Variance

- A. The Board shall hear requests for variance from the literal provisions of the zoning ordinance in instances where strict compliance to the provision of the ordinance would cause undue hardship due to the circumstances unique to the individual property under consideration.*
- B. The Board may grant variances only when it is demonstrated that such action will be in keeping with the spirit and intent of the zoning ordinance.*
- C. The Board shall not permit as a variance any use in a zone that is not permitted under this ordinance.*
- D. The Board may impose conditions in the granting of the variance to insure compliance and to protect adjacent property.*

Staff recommends approving the variance based on the facts presented.

CITY OF ARKADELPHIA
APPLICATION FOR HEARING

TO THE ARKADELPHIA BOARD OF ZONING ADJUSTMENT:

Application is hereby made to the Arkadelphia Board of Zoning Adjustment pursuant to the Arkansas laws, Act of 186 of 1957, Acts of Arkansas, as amended, requesting a hearing related to the following described property:

- 1) Please attach legal description: Gresham Addn 7, PT 5.6 W20' OF 5.6, ALL 7
- 2) Street address or approximation thereof: 1519 Gresham Street
- 3) Title of this property is vested in Wesley and Freddie Mae Butler

Address: 1519 Gresham Street Arkadelphia, Arkansas 71923

There are no deed restrictions pertaining to the variance or appeal requested herein. Any restrictions are described _____

4) The hearing is requested for the following reason:

- () Appeal from a decision of the City Engineer concerning his interpretation of the zoning regulations.

Explain: _____

Zoning Article # _____

- (X) Request for a variance from the zoning regulations due to unique characteristics of the property.

Explain: Requesting to install a manufactured home in a Medium Density Residential District (R-2)

Zoning Article # 3-2.A Uses Permitted

- 5) A map of the subject property is enclosed herewith as a means of illustrating the problem of concern. Where applicable, the map shows (1) the approximate dimensions of property lines and adjoining rights-of-way, (2) approximate outline location of buildings with appropriate dimensions, and (3) land uses and owners' names of adjacent properties.
- 6) It is understood that the Notice of Public Hearing will be published at least 7 days prior to said hearing in a newspaper of general circulation in the City. A publication fee of fifty dollars (\$50.00) and a filing fee of five dollars (\$5.00) will be paid to the Building Department. Total fees \$55.00.

\$55.00 received on 11-30-21
Receipt # 8816

Check # C05H
Rec'd by: Marsha Rogers

- 8) It is understood by the applicant that the Board of Zoning Adjustment may request that additional notice of said public hearing be given to certain interested persons and organizations.
- 9) Submit original with attachments to the City Engineer at least **ten working days prior to hearing date**. Use Additional sheets if above spaces are inadequate.
- 10) Under penalties of perjury, I declare that I have examined this petition, including accompanying materials and statements, and to the best of my knowledge and belief, it is true, correct and complete.

Respectfully submitted,

✓ Signature of applicant Wesley Butler
 Address 1519 Gresham Street
 Telephone (870) 260 - 8764

✓ Signature of applicant Freddie Butler
 Address 1519 Gresham Street
 Telephone (870) 200 - 5373

(Do not write below this line)

CITY OFFICIAL:

Date 11/30/21

Filing Date 11-30-21

Are all ten points of application in order? yes

Required number of copies mailed? yes

Time and date of public hearing 5:30 pm on December 9, 2021.

Notice published (newspaper and date) Southern Standard Dec. 2nd, 2021

Copy attached? yes

Application approved by the Board of Zoning Adjustment? _____

Date: _____ Reasons: _____

Board's action was () was not () appealed to a court of record:

Date appealed _____

Court of record action on appeal _____

Signature of City Official _____

Date _____

LEGAL NOTICE

The Board of Zoning Adjustment will hold a public hearing on December 9, 2021 at 5:30 p.m., City Hall Boardroom, 700 Clay Street, Arkadelphia, Arkansas to consider Wesley and Freddie Mae Butler's request to install a manufactured home at 1519 Gresham Street. All interested parties may be heard at said time and place or may notify the Board of Zoning Adjustment by letter of their views on this matter.

The application is on file for public inspection in the Building Department at 700 Clay Street, Suite 121, Arkadelphia, Arkansas. Dated this 30th day of November 2021 by Samantha Roybal, City Clerk.

Wesley and Freddie Mae Butler
1519 Gresham Street
Arkadelphia, Arkansas 71923

November 29, 2021

This instrument was prepared by Mr. and Mrs. Butler.

We were renting the resident at 1519 Gresham Street, Arkadelphia, Arkansas from Tim Helms and Janice Helms. As time passed, the Helms asked us if we would like to rent to own which we agreed. We were unaware of the past owners placing of the manufactured home on the property without permission nor did we know the zoning wouldn't allow.

During the process of buying the new manufactured home, we were told to contact the Building Department about the setback requirements. When we called the Building Department, we were informed manufactured homes were not allowed in a Medium Density Residential District (R-2).

So we are coming before the Board of Zoning Adjustment to request approval to install our new manufactured home on our property at 1519 Gresham Street.

Thank you,

Mr. & Mrs. Butler

Wesley and Freddie Mae Butler -1519 Gresham Street





Building Department Manager
DeAnna Graves
700 Clay St.
Arkadelphia, AR 77923
Ph: (870) 246-1818
deanna.graves@arkadelphia.gov

November 19, 2021

Robert & Deborah Crouch
10378 N Hwy 265
Fayetteville, AR 72701

Dear Property Owner:

This letter is to notify you that Wesley and Freddie Mae Butler, neighboring property owners, have requested to install a manufactured home in a Medium Density Residential District (R-2). This property is adjacent to the property you own at 1510 Gresham Street, Arkadelphia, Arkansas.

Manufactured homes are not a permitted use in a Medium Density Residential District (R-2).

LEGAL NOTICE

The Board of Zoning Adjustment will hold a public hearing on December 9, 2021 at 5:30 p.m., City Hall Boardroom, 700 Clay Street, Arkadelphia, Arkansas to consider Wesley and Freddie Mae Butler's request to install a manufactured home at 1519 Gresham Street. All interested parties may be heard at said time and place or may notify the Board of Zoning Adjustment by letter of their views on this matter. The application is on file for public inspection in the Building Department at 700 Clay Street, Suite 121, Arkadelphia, Arkansas. Dated this 19th day of November 2021 by Samantha Roybal, City Clerk.

Sincerely,

A handwritten signature in blue ink that reads 'DeAnna Graves'.

DeAnna Graves

7020 0640 0001 3511 3267

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| <input checked="" type="checkbox"/> Return Receipt (hardcopy) | \$0.00 | 0.00 |
| <input type="checkbox"/> Return Receipt (electronic) | \$0.00 | 0.00 |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$0.00 | 0.00 |
| <input type="checkbox"/> Adult Signature Required | \$0.00 | 0.00 |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 | 0.00 |
| Postage | \$0.58 | 0.55 |
| Total Postage and Fees | \$7.38 | 7.35 |

0924
12
Postmark
Here
11/30/2021

Sent To Robert Helms + Betty Jean Helms Rev.
Street and Apt. No., or PO Box No. 1506 Logan Street
City, State, ZIP+4® Arkadelphia AR 71923

7020 0640 0001 3511 3274

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| <input type="checkbox"/> Return Receipt (electronic) | \$0.00 | 0.00 |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$0.00 | 0.00 |
| <input type="checkbox"/> Adult Signature Required | \$0.00 | 0.00 |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 | 0.00 |
| Postage | \$0.58 | 0.55 |
| Total Postage and Fees | \$7.38 | 7.35 |

0924
12
Postmark
Here
11/30/2021

Sent To Jacqueline Holliman
Street and Apt. No., or PO Box No. 1521 Gresham St.
City, State, ZIP+4® Arkadelphia AR 71923

7020 0640 0001 3511 3243

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|---|--------|--|--------------------------------|
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| Fayetteville, AR 72701 | | OFFICIAL USE | |
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| <input type="checkbox"/> Return Receipt (electronic) | \$0.00 | | |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$0.00 | | |
| <input type="checkbox"/> Adult Signature Required | \$0.00 | | |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 | | |
| Postage | \$0.58 | .55 | |
| Total Postage and Fees | \$7.38 | 7.35 | |
| Sent To: Couch Family Rev. Trust | | | |
| Street and Apt. No., or PO Box No. 10378 N Hwy 265 | | | |
| City, State, ZIP+4® Fayetteville, AR 72701 | | | |
| PS Form 3800, April 2015 PSN 7530-02-000-9047 | | See Reverse for Instructions | |

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| Domestic Mail Only | | For delivery information, visit our website at www.usps.com ®. | |
| Arkadelphia, AR 71923 | | OFFICIAL USE | |
| Certified Mail Fee | \$3.75 | 3.75 | 0924 12 Postmark Here |
| Extra Services & Fees (check box, add fee as appropriate) | | | |
| <input checked="" type="checkbox"/> Return Receipt (hardcopy) | \$0.00 | | 11/30/2021 |
| <input type="checkbox"/> Return Receipt (electronic) | \$0.00 | | |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$0.00 | | |
| <input type="checkbox"/> Adult Signature Required | \$0.00 | | |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$0.00 | | |
| Postage | \$0.58 | .55 | |
| Total Postage and Fees | \$7.38 | 7.35 | |
| Sent To: Eduardo & Joy Valdez | | | |
| Street and Apt. No., or PO Box No. 342 N 10th St. | | | |
| City, State, ZIP+4® Arkadelphia, AR 71923 | | | |
| PS Form 3800, April 2015 PSN 7530-02-000-9047 | | See Reverse for Instructions | |



Building Department Manager
DeAnna Graves
700 Clay St.
Arkadelphia, AR 77923
Ph: (870) 246-1818
deanna.graves@arkadelphia.gov

Date: December 1, 2021

To: Board of Zoning Adjustment

Cc: Gary Brinkley, City Manager; City Board of Directors; and Ed McCorkle, City Attorney

From: DeAnna Graves, Building Department Manager *dg*

Re: Public hearing to consider The Unique Corp and Matthew Pittman's variance request for property located at 134 N 14th Street and 138 N 14th Street.

The Unique Corp and Matt Pittman are requesting variances to reduce the minimum lot area from 10,000 square feet to 9,310 square feet; to reduce the minimum lot width from 100 feet to 92 feet and to reduce the rear yard setback from 20 feet to 10 feet in order to construct a commercial business located at 134 & 138 N 14th Street.

The property is located in Highway Commercial District (C-2).

As required, a legal notice was published in The Standard and adjacent property owners were notified. Staff has received no objections to the requests.

Land Use Ordinance B-425, Art. 7-4, Variance

- A. The Board shall hear requests for variance from the literal provisions of the zoning ordinance in instances where strict compliance to the provision of the ordinance would cause undue hardship due to the circumstances unique to the individual property under consideration.*
- B. The Board may grant variances only when it is demonstrated that such action will be in keeping with the spirit and intent of the zoning ordinance.*
- C. The Board shall not permit as a variance any use in a zone that is not permitted under this ordinance.*
- D. The Board may impose conditions in the granting of the variance to insure compliance and to protect adjacent property.*

Staff recommends approving the variance request as submitted.

Application No. 192

Filing Date: 12/2/21

CITY OF ARKADELPHIA
APPLICATION FOR HEARING

TO THE ARKADELPHIA BOARD OF ZONING ADJUSTMENT:

Application is hereby made to the Arkadelphia Board of Zoning Adjustment pursuant to the Arkansas laws, Act of 186 of 1957, Acts of Arkansas, as amended, requesting a hearing related to the following described property:

- 1) Please attach legal description: McDonald's Addition Lot 1 & Lot 2
- 2) Street address or approximation thereof: 134 N 14th Street and 138 N 14th Street
- 3) Title of this property is vested in The Unique Corp

Address: 134 N 14th Street Arkadelphia, Arkansas 71923

Title of this property is vested in Matthew Pittman

Address: 95 Flanagan Road, Arkadelphia, Arkansas 71923

There are no deed restrictions pertaining to the variance or appeal requested herein. Any restrictions are described _____

- 4) The hearing is requested for the following reason:

() Appeal from a decision of the City Engineer concerning his interpretation of the zoning regulations.

Explain: _____

Zoning Article # _____

(X) Request for a variance from the zoning regulations due to unique characteristics of the property.

Explain: Requesting to reduce the minimum rear yard setback from 20 feet to 10 feet; reduce the minimum lot area from 10,000 sq. ft. to 9310 sq. ft. and reduce the minimum lot width from 100 feet to 92 feet in a Highway Commercial District (C-2).

Zoning Article # 3-5.B(4); 3-5.C(1) and 3-5.C(2)

- 5) A map of the subject property is enclosed herewith as a means of illustrating the problem of concern. Where applicable, the map shows (1) the approximate dimensions of property lines and adjoining rights-of-way, (2) approximate outline location of buildings with appropriate dimensions, and (3) land uses and owners' names of adjacent properties.

- 6) It is understood that the Notice of Public Hearing will be published at least 7 days prior to said hearing in a newspaper of general circulation in the City. A publication fee of fifty dollars (\$50.00) and a filing fee of five dollars (\$5.00) will be paid to the Building Department. Total fees \$55.00.

\$55.00 received on 12/2/21
Receipt # 8820

Check # 1291
Rec'd by: Deanna Graves

- 8) It is understood by the applicant that the Board of Zoning Adjustment may request that additional notice of said public hearing be given to certain interested persons and organizations.
- 9) Submit original with attachments to the City Engineer at least **ten working days prior to hearing date**. Use Additional sheets if above spaces are inadequate.
- 10) Under penalties of perjury, I declare that I have examined this petition, including accompanying materials and statements, and to the best of my knowledge and belief, it is true, correct and complete.

Respectfully submitted,

Signature of applicant Matthew Pithman
 Address 138 N 14th St Arkadelphia AR 71923
 Telephone (870) 246-8440

(Do not write below this line)

CITY OFFICIAL:

Date 12/1/2021

Filing Date 12/2/21

Are all ten points of application in order? yes

Required number of copies mailed? yes

Time and date of public hearing 5:30 p.m. December 9, 2021

Notice published (newspaper and date) The Southern Standard published on 12/2/21

Copy attached? yes

Application approved by the Board of Zoning Adjustment? _____

Date: _____ Reasons: _____

Board's action was () was not () appealed to a court of record:

Date appealed _____

Court of record action on appeal _____

Signature of City Official _____

Date _____

LEGAL NOTICE

LEGAL NOTICE

The Board of Zoning Adjustment will hold a public hearing on December 9, 2021 at 5:30 p.m., City Hall Boardroom, 700 Clay Street, Arkadelphia, Arkansas to consider The Unique Corp and Matt Pittman's request for a variance to reduce the minimum lot width, lot area and rear yard setback to construct a commercial building at 134 N 14th Street & 138 N 14th Street. All interested parties may be heard at said time and place or may notify the Board of Zoning Adjustment by letter of their views on this matter. The application is on file for public inspection in the Building Department at 700 Clay Street, Suite 121, Arkadelphia, Arkansas. Dated this 1st day of December 2021 by Samantha Roybal, City Clerk.

Matthew Pittman, Owner
Unique Barber Service
138 N. 14th St.
Arkadelphia, AR 71923

1 December 2021

City of Arkadelphia Planning Commission
700 Clay St.
Arkadelphia, AR 71923

Dear Members of the Arkadelphia Planning Commission,

I am asking the Arkadelphia Planning Commission to issue a variance for the impending rebuild of my business, Unique Barber Service, Inc. currently located at 138 N. 14th St.

The new structure will be located on two lots, 138 N. 14th St. and 134 N. 14th St. Once the project is complete, the lot at 138 N. 14th St. will have more than 10,000 sq. ft.

Due to the widening of Pine Street, I am being forced to rebuild my business' physical structure because the Arkansas Department of Transportation is taking the existing building.

Thank you for your consideration.

Respectfully submitted,

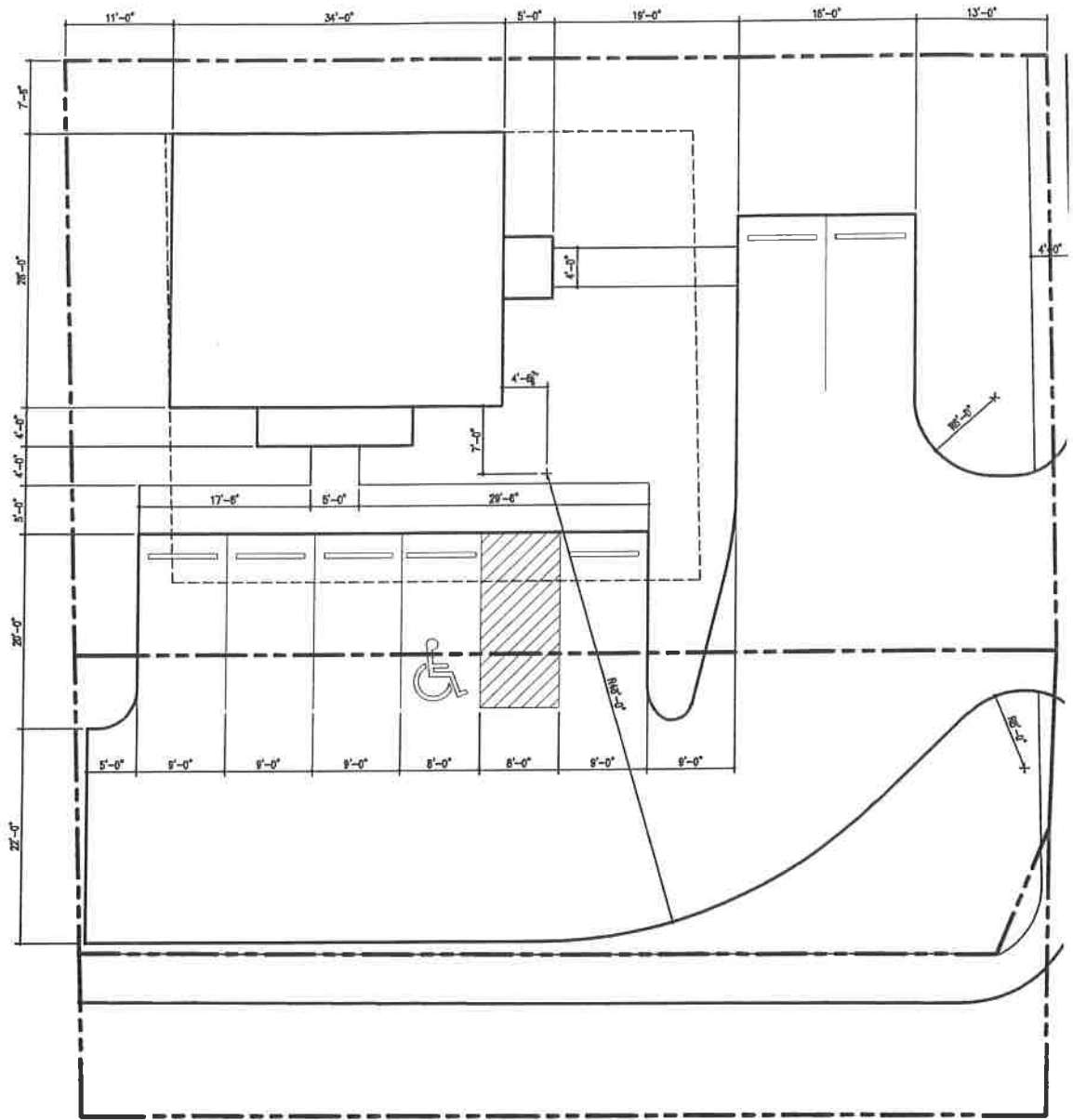


Matthew Pittman

The Unique Corp and Matt Pittman's Proposed Build Site



Site Plan for Unique Barber Shop





Building Department Manager
 DeAnna Graves
 700 Clay St.
 Arkadelphia, AR 77923
 Ph: (870) 246-1818
 deanna.graves@arkadelphia.gov

Date: December 1, 2021

MCB Properties, LLC
 812 Clinton Street
 Arkadelphia, Arkansas 71923

Dear Property Owner:

This letter is to notify you that The Unique Corp and Matt Pittman, neighboring property owners, have requested variances from the minimum rear yard setback, the minimum lot area and lot width to construct a commercial business located at 134 & 138 N 14th Street. This property is adjacent to property you own.

The property is located in C-2 Office Commercial District. They are requesting to reduce the minimum required rear yard setback from 20 feet to 10 feet from the property line, to reduce the minimum lot area from 10,000 square feet to 9,310 square feet and reduce the minimum lot width from 100 feet to 92 feet.

LEGAL NOTICE

The Board of Zoning Adjustment will hold a public hearing on December 9, 2021 at 5:30 p.m., City Hall Boardroom, 700 Clay Street, Arkadelphia, Arkansas to consider The Unique Corp and Matt Pittman's request for a variance to reduce the minimum lot width, lot area and rear yard setback to construct a commercial building at 134 N 14th Street & 138 N 14th Street. All interested parties may be heard at said time and place or may notify the Board of Zoning Adjustment by letter of their views on this matter. The application is on file for public inspection in the Building Department at 700 Clay Street, Suite 121, Arkadelphia, Arkansas. Dated this 1st day of December 2021 by Samantha Roybal, City Clerk.

Please feel free to call the Building Department for additional information

Sincerely,

DeAnna Graves

DeAnna Graves

Encl. (2)

7020 0640 0001 3511 3304

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|---|--|
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| <input type="checkbox"/> Return Receipt (electronic) \$ | |
| <input type="checkbox"/> Certified Mail Restricted Delivery \$ <input type="checkbox"/> Adult Signature Required \$ <input type="checkbox"/> Adult Signature Restricted Delivery \$ | |
| Postage \$.53 | |
| Total Postage and Fees \$ 7.33 | |
| Sent To mcb Properties LLC Street and Apt. No., or PO Box No. 812 Clinton Street City, State, ZIP+4® Arkadelphia, AR 71923 | |
| PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions | |



Building Department Manager
 DeAnna Graves
 700 Clay St.
 Arkadelphia, AR 77923
 Ph: (870) 246-1818
 deanna.graves@arkadelphia.gov

Date: December 1, 2021

Arby's U.S. Beef Corp
 P. O. Box 22845
 Oklahoma, OK 73123

Dear Property Owner:

This letter is to notify you that The Unique Corp and Matt Pittman, neighboring property owners, have requested variances from the minimum rear yard setback, the minimum lot area and lot width to construct a commercial business located at 134 & 138 N 14th Street. This property is adjacent to property you own.

The property is located in C-2 Office Commercial District. They are requesting to reduce the minimum required rear yard setback from 20 feet to 10 feet from the property line, to reduce the minimum lot area from 10,000 square feet to 9,310 square feet and reduce the minimum lot width from 100 feet to 92 feet.

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Please feel free to call the Building Department for additional information

Sincerely,

DeAnna Graves

DeAnna Graves

Encl. (2)

7020 0640 0000 1000 175E 3511 9298

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| <input checked="" type="checkbox"/> Return Receipt (hardcopy) \$ 3.05 | |
| <input type="checkbox"/> Return Receipt (electronic) \$ | |
| <input type="checkbox"/> Certified Mail Restricted Delivery \$ <input type="checkbox"/> Adult Signature Required \$ <input type="checkbox"/> Adult Signature Restricted Delivery \$ | |
| Postage \$.53 | |
| Total Postage and Fees \$ 7.33 | |
| Sent To Arby's U.S. Beef Corp Street and Apt. No., or PO Box No. P.O. Box 22845 City, State, ZIP+4® Oklahoma City, OK 73123 | |
| PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions | |



Building Department Manager
 DeAnna Graves
 700 Clay St.
 Arkadelphia, AR 77923
 Ph: (870) 246-1818
 deanna.graves@arkadelphia.gov

Date: December 1, 2021

Hunter Collins
 Troy Collins
 Kelly Collins
 139 N 15th Street
 Arkadelphia, Arkansas 71923

Dear Property Owner:

This letter is to notify you that The Unique Corp and Matt Pittman, neighboring property owners, have requested variances from the minimum rear yard setback, the minimum lot area and lot width to construct a commercial business located at 134 & 138 N 14th Street. This property is adjacent to property you own.

The property is located in C-2 Office Commercial District. They are requesting to reduce the minimum required rear yard setback from 20 feet to 10 feet from the property line, to reduce the minimum lot area from 10,000 square feet to 9,310 square feet and reduce the minimum lot width from 100 feet to 92 feet.

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Please feel free to call the Building Department for addit

Sincerely,

DeAnna Graves

Encl. (2)

7020 0640 0001 3511 3281

| | |
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| <input checked="" type="checkbox"/> Return Receipt (hardcopy) | \$ 3.05 |
| <input type="checkbox"/> Return Receipt (electronic) | \$ |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ |
| <input type="checkbox"/> Adult Signature Required | \$ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ |
| Postage | \$.53 |
| Total Postage and Fees | \$ 7.33 |
| Sent To | Troy & Kelly Collins |
| Street and Apt. No., or PO Box No. | 139 N. 15th St. |
| City, State, ZIP+4® | Arkadelphia, AR 71923 |
| PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions | |

**REGULAR CALLED MEETING
PLANNING COMMISSION**

Board Room

November 18, 2021

5:30 P.M.

MEMBERS:

Diedra Middleton
Llewellyn Terry
Bill Phelps (Absent)
Lawrence Phillips
Tom Tobin (Absent)
Gracie Neal
Terry Roberts (Absent)
Matt Johnson

OTHERS:

Gary Brinkley, *City Manager*
Samantha Roybal, *City Clerk*
DeAnna Graves, *Building Dept. Manager*

A motion was made by Matt Johnson seconded by Gracie Neal to appoint Llewellyn Terry as acting Chairman.

CALL TO ORDER

The Acting Chairman called the Planning Commission meeting to order at 5:47 p.m.

WELCOME- MATT JOHNSON

Matt Johnson was welcomed to the the Planning Commission/Board of Zoning Adjustments.

**APPROVAL OF PLANNING COMMISSION/BOARD OF ZONING
ADJUSTMENT MINUTES FROM OCTOBER 14, 2021**

A motion was made by Matt Johnson seconded by Gracie Neal to approve the minutes from the October 14, 2021, Planning Commission meeting.

The motion passed on a roll call vote and the vote was as follows:

| | | | |
|-------------------------|-----------------|--------------------------|-----------------|
| Diedra Middleton | “Aye” | Lawrence Phillips | “Aye” |
| Llewellyn Terry | “Aye” | Gracie Neal | “Aye” |
| Bill Phelps | “Absent” | Terry Roberts | “Absent” |
| Tom Tobin | “Absent” | | |
| Matt Johnson | “Aye” | | |

**PUBLIC HEARING TO CONSIDER MITCHELL FUNERAL HOME’S
REQUEST TO INSTALL A WALL SIGN 5:48 P.M.- 5:50 P.M.**

Georgina Wright from Mitchell Funeral Home is requesting a special permit to install a wall sign on the front façade instead of the ground-mounted sign that was approved on August 12, 2021.

Georgina Wright, representing Mitchell Funeral Home, spoke on behalf of the request.

A motion was made by Diedra Middleton, seconded by Lawrence Phillips to approve Mitchell Funeral Home's signage request.

The motion passed on a roll call vote and the vote was as follows:

| | | | |
|-------------------------|-----------------|--------------------------|-----------------|
| Diedra Middleton | "Aye" | Lawrence Phillips | "Aye" |
| Llewellyn Terry | "Aye" | Gracie Neal | "Aye" |
| Bill Phelps | "Absent" | Terry Roberts | "Absent" |
| Tom Tobin | "Absent" | | |
| Matt Johnson | "Aye" | | |

ADJOURNMENT

There being no further business to discuss, Gracie Neal made the motion, seconded by Lawrence Phillips to adjourn. **The motion passed unanimously, and the meeting adjourned at 5:53 p.m.**

Bill Phelps, Vice-Chairman

Samantha Roybal, Recorder

ADDITIONAL ATTENDEES

Georgina Wright



Building Department Manager
DeAnna Graves
700 Clay St.
Arkadelphia, AR 77923
Ph: (870) 246-1818
deanna.graves@arkadelphia.gov

Date: November 29, 2021

To: Planning Commissioners

Cc: Gary Brinkley, City Manager; Arkadelphia City Board of Directors; and Ed McCorkle, City Attorney

From: DeAnna Graves, Building Department Manager 

Re: Southridge Estates, Phase I, Preliminary Plat

Richardson Engineering, on behalf of Mill Creek Investments, submitted a geometric design for Phase I of Southridge Estates Subdivision located West of W. P. Malone Drive and just North of the Arkadelphia Public Schools. Phase I will consist of 29 smaller lots varying in size none greater than 0.72 +/- acres.

The Developer and City Staff are working on specific details for your review and consideration on Thursday night. See list of requested revisions.

The Commission shall approve or disapprove plat, or conditionally approve it with modifications.

City of Arkadelphia
Attn: Mr. Gary Brinkley, City Manager
700 Clay Street
Arkadelphia, AR 71923

December 2, 2021

Re: Letter of Request for approval of Preliminary Plat for Southridge Crossing
Subdivision, Clark County, Arkansas

Dear Mr. Brinkley:

Please accept this letter as a request for approval of the Preliminary Plat for the Subject Project, located in Clark County Arkansas.

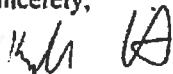
Developer's Information:

Mill Creek Investments
165 Shelton Road
Arkadelphia, AR 71929
Ksmith2487@hotmail.com
(501) 681-1348

Engineer's Information:

Eric Richardson, P.E.
Richardson Engineering, PLLC
P.O. Box 192
Benton, AR 72018
eric@richardson-engrs.com
(501) 315-7225

Sincerely,



Kyle Smith

Southridge Crossing
Owners: Nicky Goff and Kyle Smith
Developers: Mill Creek Investments

These are the details conveyed to the engineers on 11/30/21 that need to be clarified or added to the preliminary plat.

- Correct Subdivision name to Southridge Crossing
- Add the owners names and addresses – Added
- Add the street names – Added
- The notes show the side interior setbacks as 10' but the actual drawing appears to be 7.5 feet. In the R-1 zoning district, the interior side yard setback is a minimum of 7.5 feet. Corrected
- Eric Richardson needs to sign the preliminary plats.
- Change the Electrical Service Provider – Corrected
- Why does Ouachita Saline Surveying, Inc. show on the total number of lots ? 29 and on the total acreage ? 10.64 acres – Changed

A couple of questions to ask:

- Looking at lot 64 will the developer be able to construct a house within the build site lines due the lot configuration?
- On the south side of the road where Millcreek runs thru the middle of the lots, how do you plan to utilize those lots?

Details of the subdivision:

- Roads are 24' wide with 2' curb and gutters
- All proposed lots in this subdivision are over the minimum 6000 sq. ft. in area
- All lots are wider than the required width of 60'
- Sidewalks installed one side of street per 15.04.08 Section D.2 sidewalks shall be installed on one side of a local street.

If the revisions requested are not completed by the date of the meeting, the motion will need to state the specific revisions and any changes you as the Planning Commission request.

**PRELIMINARY PLAT
SOUTHRIDGE CROSSING
PART OF THE NE/4 SW/4 & SE/4 SW/4, SEC. 13, T7S, R20W
CLARK COUNTY, ARKANSAS**

SOUTHRIDGE CROSSING SURVEYED DESCRIPTION:
A PARCEL OF LAND BEING LOCATED IN THE NE/4 SW/4 AND THE SE/4 SW/4 OF SECTION 13, T7S, R20W, CLARK COUNTY, ARKANSAS AND BEING DESCRIBED AS FOLLOWS: BEGIN AT THE SOUTHEAST CORNER OF SAID NE/4 SW/4, THE POINT OF BEGINNING; THENCE SOUTH 01°59'19" WEST, A DISTANCE OF 304.75 FEET; THENCE NORTH 87°53'25" WEST, A DISTANCE OF 1119.88 FEET; THENCE NORTH 02°06'35" EAST, A DISTANCE OF 187.88 FEET; THENCE NORTH 21°09'21" WEST, A DISTANCE OF 50.00 FEET; THENCE NORTH 07°13'30" WEST, A DISTANCE OF 49.03 FEET; THENCE NORTH 22°03'00" WEST, A DISTANCE OF 87.99 FEET; THENCE NORTH 49°42'46" EAST, A DISTANCE OF 91.13 FEET; THENCE SOUTH 87°47'51" EAST, A DISTANCE OF 330.00 FEET; THENCE SOUTH 02°12'09" WEST, A DISTANCE OF 25.98 FEET; THENCE SOUTH 87°47'51" EAST, A DISTANCE OF 137.13 FEET; THENCE NORTH 02°08'16" EAST, A DISTANCE OF 10.00 FEET; THENCE SOUTH 87°57'56" EAST, A DISTANCE OF 955.00 FEET; THENCE SOUTH 02°08'16" WEST, A DISTANCE OF 54.98 FEET; THENCE ON A CURVE TO THE RIGHT A DISTANCE OF 98.93 FEET, SAID CURVE HAVING A RADIUS OF 462.37 FEET AND BEING SUBTENDED BY A CHORD WHICH BEARS NORTH 74°50'59" EAST 96.75 FEET; THENCE SOUTH 01°59'19" WEST, A DISTANCE OF 76.92 FEET TO THE POINT OF BEGINNING, CONTAINING 10.64 ACRES, MORE OR LESS.

CERTIFICATE OF PRELIMINARY PLAT APPROVAL
All requirements of the Arkadelphia Subdivision Rules and Regulations relative to the preparation and submittal of a preliminary plat having been fulfilled, approval of this plat is hereby granted, subject to further provisions of said Rules and Regulations.

This Certificate shall expire _____
.....Date
.....Name (Signed)
.....Chairman
.....Arkadelphia Planning Commission

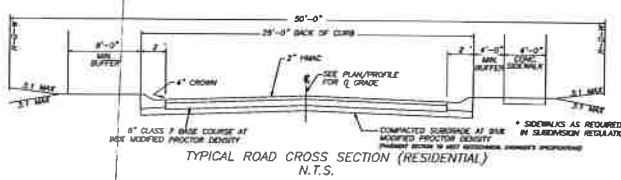
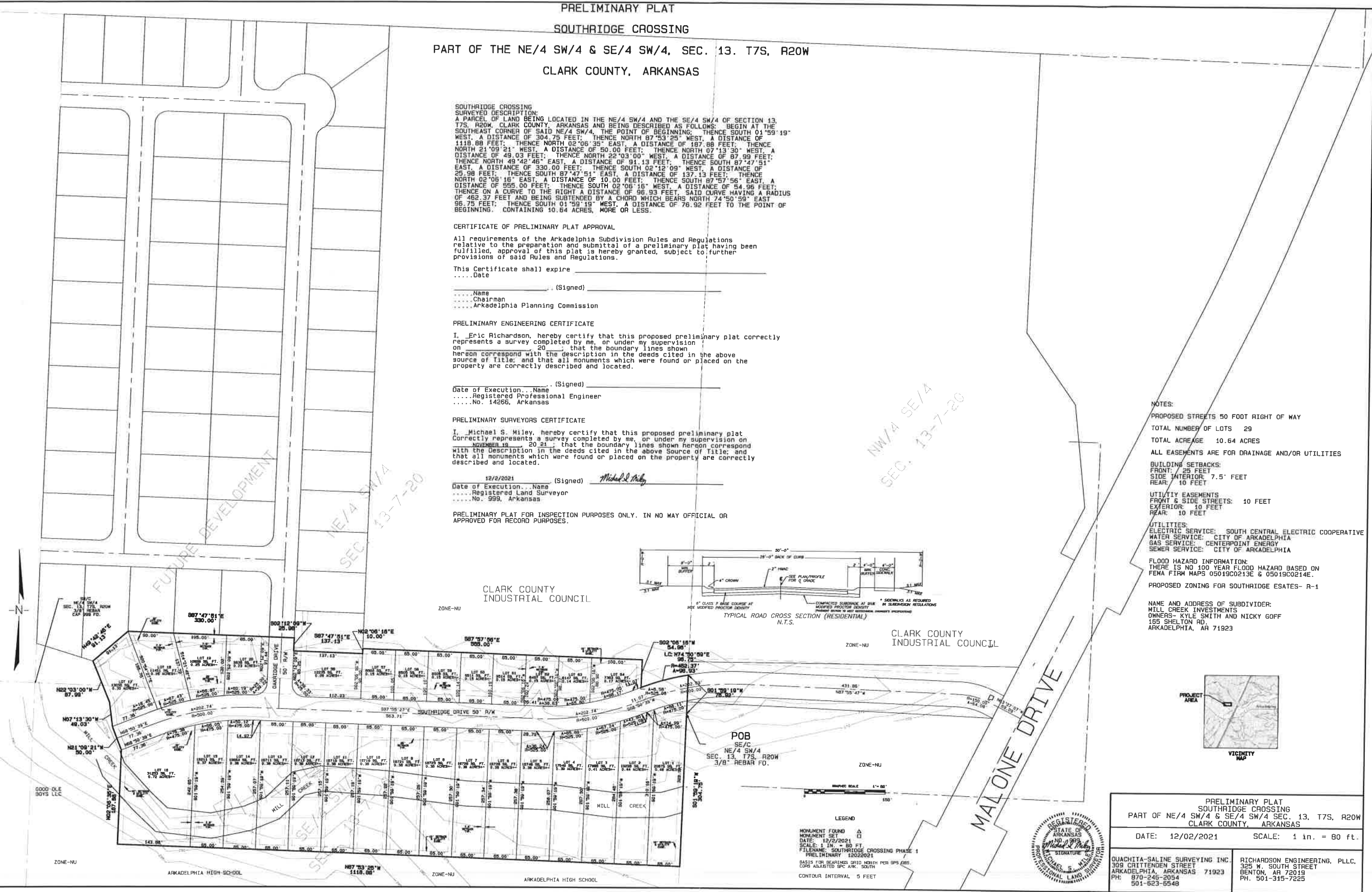
PRELIMINARY ENGINEERING CERTIFICATE
I, Eric Richardson, hereby certify that this proposed preliminary plat correctly represents a survey completed by me, or under my supervision on _____ 20____, that the boundary lines shown hereon correspond with the description in the above Source of Title; and that all monuments which were found or placed on the property are correctly described and located.

Date of Execution...Name (Signed)
.....Registered Professional Engineer
.....No. 14266, Arkansas

PRELIMINARY SURVEYORS CERTIFICATE
I, Michael S. Wiley, hereby certify that this proposed preliminary plat correctly represents a survey completed by me, or under my supervision on _____ 20____, that the boundary lines shown hereon correspond with the description in the above Source of Title; and that all monuments which were found or placed on the property are correctly described and located.

Date of Execution...Name (Signed) *Michael S. Wiley*
.....Registered Land Surveyor
.....No. 999, Arkansas

PRELIMINARY PLAT FOR INSPECTION PURPOSES ONLY. IN NO WAY OFFICIAL OR APPROVED FOR RECORD PURPOSES.



NOTES:
PROPOSED STREETS 50 FOOT RIGHT OF WAY
TOTAL NUMBER OF LOTS 29
TOTAL ACREAGE 10.64 ACRES
ALL EASEMENTS ARE FOR DRAINAGE AND/OR UTILITIES
BUILDING SETBACKS:
FRONT: 25 FEET
SIDE INTERIOR: 7.5 FEET
REAR: 10 FEET
UTILITY EASEMENTS
FRONT & SIDE STREETS: 10 FEET
EXTERIOR: 10 FEET
REAR: 10 FEET
UTILITIES:
ELECTRIC SERVICE: SOUTH CENTRAL ELECTRIC COOPERATIVE
WATER SERVICE: CITY OF ARKADELPHIA
GAS SERVICE: CENTERPOINT ENERGY
SEWER SERVICE: CITY OF ARKADELPHIA
FLOOD HAZARD INFORMATION:
THERE IS NO 100 YEAR FLOOD HAZARD BASED ON FEMA FIRM MAPS 05019C0213E & 05019C0214E.
PROPOSED ZONING FOR SOUTHRIDGE ESATES- R-1
NAME AND ADDRESS OF SUBDIVIDER:
MILL CREEK INVESTMENTS
OWNERS- KYLE SMITH AND NICKY GOFF
185 SHELTON RD.
ARKADELPHIA, AR 71923



LEGEND
MONUMENT FOUND Δ
MONUMENT SET \square
DATE: 12/2/2021
SCALE: 1 IN. = 80 FT
FILENAME: SOUTHRIDGE CROSSING PHASE 1
PRELIMINARY 12022021
BASIS FOR BEARINGS: GRID NORTH PER GPS DATA
CORRS ADJUSTED SPC. ANL. SOUTH
CONTOUR INTERVAL: 5 FEET

REGISTERED PROFESSIONAL LAND SURVEYOR
MICHAEL S. WILEY
STATE OF ARKANSAS
NO. 999

| | |
|---|--|
| PRELIMINARY PLAT SOUTHRIDGE CROSSING PART OF NE/4 SW/4 & SE/4 SW/4 SEC. 13, T7S, R20W CLARK COUNTY, ARKANSAS | |
| DATE: 12/02/2021 | SCALE: 1 in. = 80 ft. |
| QUACHITA-SALINE SURVEYING INC. 309 CRITTENDEN STREET ARKADELPHIA, ARKANSAS 71923 PH: 501-623-6548 | RICHARDSON ENGINEERING, PLLC. 325 W. SOUTH STREET BENTON, AR 72019 PH: 501-315-7225 |

***BUILDING DEPARTMENT STAFF REPORT**

December 2, 2021

DEVELOPMENT IN PROCESS:

- Dairy Queen – Fire Door will be 12-14 weeks before installation
- Walmart – needs door for pickup area
- OBU Softball Complex Improvements – progressing slowing
- Tate Temple COGIC — Framing interior, HVAC and Electrical are in process
- Regions Bank – HVAC needs installed on roof; interior painting and flooring being done
- Ouachita Valley Meats – Ground work is done / plans have been submitted
- OBU – Foundation to be poured late next week.
- Entergy – driveway expansion in process
- 101 Cedar Cove – Single Family Dwelling framing in process
- 101 Aspen Cove - Single Family Dwelling Footings and waiting on a plumber
- Hammonds House conversion – poured slabs - Still waiting on plans for the remodel
- Unique Barber Shop – Plans have been received

FUTURE PROJECTS

- CenterPoint to move gas lines for the expansion of Pine Street.
- Braums – deal is done awaiting plans
- 25th and Haddock – possible Veterinary Clinic
- Single Family Dwelling - 109 Birch Cove
- Health Department – Addition
- KFC Roofing