

**Russellville Planning Commission Minutes**  
**November 25, 2019 @ 5:30 p.m.**

The Russellville Planning Commission held its regular meeting on Monday, November 25, 2019 at 5:30 p.m. in the Russellville City Hall Council Chambers.

**Members Present**

Chairman Wendell Miller  
Vice-Chairman Don Jacimore (Acting Secretary)  
Shirley Hatley  
Jim Lanier  
Justin Cothren  
Luke Duffield  
Larry Smith  
Cody Black  
Council Liaison Eric Westcott

**Members Absent**

Secretary Nathan Barber

**Also present:** Mayor Richard Harris, City Planner Sara Jondahl, City Engineer Glenn Newman, Ben Gray/ Floodplain Manager, Fire Marshal Richard Setian, Planning Assistant Lequitta Jones, and Jim Lynch/City Corp, Zayne Bryson/City Corp, and Dave Garza of Barrett & Associates.

**Welcome Visitors**

**The First Order of Business** was a request to review and approve the minutes of the Planning Commission October 28, 2019 meeting.

Commissioner Black made the motion to approve the minutes as written. The motion was seconded by Commissioner Smith and passed unanimously.

**The Second Order of Business** was a request to table a public hearing requesting review and recommendation of approval for a special use permit to allow placement of an off-premise sign for Arkansas Heart Hospital Clinic and Carti Cancer Center, located at 209 South Portland Avenue in a C-2. Submitted by Kevin Nelson on behalf of Wobbe Lane, LLC. (SP.19.11.174)

City Planner Jondahl requested tabling until the December meeting due to the applicant not meeting the publication requirement.

Commissioner Lanier made the motion to table. The motion was seconded by Commissioner Hatley and passed unanimously.

**The Third Order of Business** was a public hearing requesting review and recommendation of approval for a special use permit to allow an elevated municipal (potable) water storage tank (water tower) in a C-2, located on the northeast corner of the intersection of East "C" Street and Lexington Avenue. Submitted by City Planner Jondahl and City Corporation General Manager Steve Mallett (SP.19.11.173)

City Planner said this application is a request to build a water tower by City Corp on behalf of the City of Russellville. The property is located in the East Main Commercial District and allowed by a special use permit. The tower will be constructed at the intersection of East "C" Street and Lexington Avenue. City Planner recommends forwarding to the City Council for approval.

Commissioner Smith made the motion to approve as submitted. The motion was seconded by Commissioner Lanier and passed unanimously.

**The Four Order of Business** was a public hearing requesting review and recommendation for approval for clarification and amend the Russellville Zoning Code as follows. Submitted by City Planner Sara Jondahl. (MS.19.09.94)

- 4A. (Previously Approved) Above Ground Storage Tank – Non Flammable.
- 4B. (Tabled from the October 28, 2019 Meeting) Amend the El Paso/University Zone for clarification to update parking requirements and add language for consistency.
- 4C. (Tabled from the October 28, 2019 Meeting) Amend Section 3.21 Residential Sidewalk Standards.
- 4D. (Tabled from the October 28, 2019 Meeting) Amend Article 4 Parking. Updating regulations for spaces, location, type, adding verbage for vehicle storage areas and trees.
- 4E. (Previously Approved) Article X Definitions.
- 4F. (Previously Approved) Article XIII Table of Permitted Uses.

Commissioner Lanier made the motion to table for further discussion. Another work session was set for December 9, 2019. The motion was seconded by Commissioner Smith and passed unanimously.

**The Fifth Order of Business** was a request to vacate North Beaumont Street between West "C" Street and West "B" Street in the Hall Addition, Block F, Lots 5, 6, 7, & 8 in the City of Russellville. Submitted by Vicki Baldwin, Esmeralda Rubio, and Glenn M. Heaton (ST.11.01.95)

City Planner said the request to vacate the public right-of-way in an R-2 zone is between "B" Street and "C" Street along North Beaumont. The Comprehensive Plan states in Objective 3 of the Year 2020 Plan that where appropriate, continue to extend the grid-pattern street network interconnect streets throughout the City. Ideally, we could plan on extending this street through,

however, due to the development surrounding the property and development underway this street will not be used as a street in the future. City Planner Jondahl recommended sending this to the City Council for their consideration and approval.

Commissioner Duffield made the motion to approve. The motion was seconded by Commissioner Black and passed unanimously.

**The Sixth Order of Business** was a public hearing requesting review and recommendation of approval for a special use permit for an existing auto sales to allow construction of a new office building in a C-2, located at 1016 East 4<sup>th</sup> Street. Submitted by Dave Garza on behalf of Craig Hunnicutt d/b/a Hunnicutt Auto Sales. (SP.19.11.175)

City Planner said the applicant is requesting a special use permit to allow a car lot on the corner of 4<sup>th</sup> and Knoxville. The parcel is currently being used as a used car lot, although the structures have been torn down. A new structure will be constructed. The table of permitted uses states that automobile sales is a special use within the C-2 zone and must meet those requirements. Before issuance of the building permits and/or use/occupancy permits, city staff will require the site plans to account for storm water compliance, as well as compliance with current building codes, fire codes, to verify adequate parking and meet the requirements of the building and zoning codes, along with the completion of an incidental subdivision. City Planner Jondahl recommends this application to the City Council for their approval.

Dave Garza on behalf of Craig Hunnicutt said they would meet all city codes.

Commissioner Duffield made the motion to approve as submitted. The motion was seconded by Commissioner Hatley and passed unanimously.

**The Seventh Order of Business** was a request to close a portion of South El Paso Avenue between West 2<sup>nd</sup> Street and West 3<sup>rd</sup> Street. Submitted by Dave Garza of Barrett & Associates on behalf of First Baptist Church. (ST.19.06.93)

Commissioner Black made the motion to table. The motion was seconded by Commissioner Duffield and passed unanimously.

**The Eighth Order of Business** was a public hearing requesting review and recommendation to amend the Russellville Land Subdivision and Development Code Chapter 9.1.I., to update the requirement for new sidewalks to be five feet in width. (MS.19.11.97)

Chairman Miller said this item will be discussed in another work session set for December 9, 2019, at 5:30 p.m., at City Hall. This item will need to be tabled and added to Agenda Item #4.

Commissioner Lanier made the motion to table and add to Agenda Item #4.  
The motion was seconded by Commissioner Brown and passed unanimously.

Meeting adjourned.

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Chairman Wendell Miller