



City of Brookland, Arkansas Planning and Zoning Commission

Planning & Zoning Commission Meeting:

Date of Meeting: **November 5, 2024**

Type of Meeting: **Regular**

Called to order at: **7:00 PM** by Chairman Steve Phillips

COMMISSIONER ATTENDANCE: (P = Present A = Absent)					
Samantha Sparks	P	Gary Hill	P	Attorney Kevin Orr	A
Lachelle Sipes	P	Martin Crain	P	City Clerk Julie Thomas	A
Sonny Crain	P	Steve Phillips	P		

Previous meeting minutes:

Motion by: Sonny Crain

Second by: Martin Crain

To: Approve the meeting minutes dated October 1, 2024, as written

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

Agenda:

- 1. Bryan Poe – 8288 HWY 49N (Brookland Finance) site plan review for 1,360 sq. ft. storage building behind existing commercial business (C-2/HWY 49 Overlay):**

No one was present to speak on this issue.

- 2. Legacy Builders of Northeast Arkansas – Minor Subdivision application @ Cody Lane (split one parcel into 3 R-1 lots):**

Billy Pool was present to request a lot split (1 residential lot into 3 lots) at Cody Lane. The survey presented showed appropriate setbacks and minimum lot sizes. Shawn Dacus, city inspector, asked a question about utility easements for the proposed lots. Chairman Phillips stated that a 15 ft. utility easement on the front of the lots is required.

Motion by: Martin Crain

Second by: Gary Hill

To: Approve the request for a lot split on Cody Lane (1 residential lot into 3 lots) contingent upon the addition of a 15 ft. utility easement along the front of the lots.

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

- 3. Stephanie Cliff – Wanting to place food truck @ 622 N Holman (Black Iron) preexisting business with chat drive/parking (C-2 Zoning):**

No one was present to speak on this issue.

4. Tyler & Megan Vaughn – Questions concerning requirements to put food truck on undeveloped lot @ N. Oak and Honeysuckle Drive (HWY 49 Overlay District):

Megan Vaughn came before the commission with questions about placing a food truck on a lot located on Honeysuckle Drive (right behind NEA Baptist Clinic). Vaughn asked for clarification on the requirements for the HWY 49 Overlay District, including parking and other vehicular surfaces. Chairman Phillips explained the requirements for hard surfacing on any areas where vehicles have access. Vaughn asked about the specific zoning for that property. Shawn Dacus indicated that he was still researching zoning maps to ensure the correct zoning for that particular lot. Vaughn also asked about requirements for exterior building materials. Phillips advised Vaughn about requirements for exterior surfaces in that district.

5. Gary Hill – Questions about requirements for installation of a fence at his residence (25 Brady Lane)

Gary Hill came before the commission to ask about the requirements for building a fence around his home located @ 25 Brady Lane. Hill wants to build a 5 ft. fence around the home. Chairman Phillips and Shawn Dacus advised Hill about the fence height requirements and recommended to Hill to attend a future Planning and Zoning Commission meeting to request a variance if wanting to build something with a different height.

Chairman Steve Phillips asked for a motion to adjourn the meeting.

Motion by: Martin Crain

Second by: Lachelle Sipes

To: Adjourn the meeting

For: 5 Against: 0 Motion: Passed 5-0

Meeting adjourned at: 7:17 PM