



City of Brookland, Arkansas Planning and Zoning Commission

Planning & Zoning Commission Meeting:

Date of Meeting: **July 1, 2025**

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	City Clerk Julie Thomas	P
Lachelle Sipes	A	Martin Crain	P		
Sonny Crain	P	Steve Phillips	P		

Previous meeting minutes:

Motion by: Martin Crain

Second by: Samantha Sparks

To: Approve the meeting minutes dated June 3, 2025, as written

Discussion: None

For: 4 Against: 0 Motion: Passed 4-0

Resignation Letter from Lachelle Sipes:

Chairman Phillips read aloud a letter of resignation from commissioner Lachelle Sipes, effective June 11, 2025.

Agenda:

1. James Walden – Planning Commission Workshop:

James Walden, Planning Consultant for the City of Brookland, came before the commission to discuss new legislation that will take effect on January 1, 2026, that affects the City's zoning code. Walden explained the details of Act 313, pertaining to Accessory Dwelling Units and how they are allowed to exist within the City of Brookland. Walden also presented a draft example zoning code with requirements for the possible incorporation of a Mixed-Use (Commercial, Residential, and Institutional) district within the City of Brookland for the commission to consider. No action was taken on incorporating a Mixed-Use district at this meeting.

2. Shawn Dacus – Question about La Cascada-interest in adding onto existing building:

Shawn Dacus, City of Brookland Inspector, presented the commission with a question on behalf of the La Cascada Restaurant. Dacus asked how the HWY 49 Overlay District zoning requirements would impact the restaurant if they expanded their building. The restaurant was constructed prior to the adoption of the HWY 49 Overlay District zoning code, which outlines certain requirements for the front and side façade of buildings. Dacus specifically asked how the addition to the building would be treated (old vs. new zoning requirements). James Walden explained that any new additions to the building would fall under the new zoning code. Dacus also asked the commission

about a food truck business which has an interest in changing locations within the City of Brookland, and whether or not it would be properly following the HWY 49 Overlay district requirements, if the owner constructed a semi-permanent section to one side of the food truck. James Walden reminded Dacus and the commission that if the food truck operates on a temporary basis (120 days or less) it does not fall under the HWY 49 Overlay district requirements. However, Walden explained, to operate on a permanent basis (more than 120 days), the business must meet the HWY 49 Overlay district zoning guidelines.

3. Tiffany Costner – Interested in installing a Self-Serve Dog Washing business on HWY 49:

Tiffany Costner, Manila resident, came before the commission to ask about opening a self-serve dog wash business within the City of Brookland. Costner and her husband operate a dog daycare/grooming business in Manila, as well as a 24-hour self-service dog wash. Costner explained some of the requirements for the business to operate, including access to sewer services, and she presented information about how the business would operate, its structure (created from a repurposed shipping container), and a proposed location. Chairman Phillips explained the zoning requirements for the HWY 49 Overlay district, which is the proposed site for the business, and the next steps for Costner to follow to open her business in Brookland.

4. Mayor Jones:

Mayor Jones informed the commission that there may be a special meeting called in July but did not give a specific date at this time but suggested it would be around the 3rd week of July. Jones also gave an update on the Brookland Municipal Building and Sportsplex projects.

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

Motion by: Martin Crain

Second by: Samantha Sparks

To: Adjourn the meeting

For: 4 **Against:** 0 **Motion:** Passed 4-0

Meeting adjourned at: 7:50 PM