



# City of Jonesboro

Municipal Center  
300 S. Church Street  
Jonesboro, AR 72401

## Meeting Minutes - Final Metropolitan Area Planning Commission

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Tuesday, September 8, 2020

5:30 PM

Municipal Center

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### 1. Call to order

### 2. Roll Call

**Present** 8 - Jerry Reece; Jimmy Cooper; Jim Little; Dennis Zolper; Mary Margaret Jackson; David Handwork; Kevin Bailey and Paul Ford

**Absent** 1 - Lonnie Roberts Jr.

### 3. Approval of minutes

[MIN-20:085](#)

MINUTES: MAPC Minutes from August 25th, 2020

**Attachments:** [MAPC Minutes from August 25th, 2020](#)

**A motion was made by Jimmy Cooper, seconded by Paul Ford, that this matter be Approved. The motion PASSED with the following vote.**

**Aye:** 7 - Jimmy Cooper; Jim Little; Dennis Zolper; Mary Margaret Jackson; David Handwork; Kevin Bailey and Paul Ford

**Absent:** 1 - Lonnie Roberts Jr.

### 4. Miscellaneous Items

[COM-20:040](#)

**SIDEWALK IN LIEU FEE: 5410 Harrisburg Road**

Mr. Clarence McAlister of McAlister Engineering on behalf of Kevin Meredith is requesting from MAPC to be able to pay the Sidewalk "In Lieu" Payment of \$6,535.36 along 5410 Harrisburg Road. The total area of sidewalk being requested for is 183.44 feet. The 2020 Rate is \$53.33 per square yard.

**Attachments:**

[Letter](#)

[Site Development Plans](#)

[Pictures of location](#)

[Wayne Dover Plat](#)

[Staff Summary](#)

[Checklist](#)

[Letter](#)

[CWL Maps](#)

[CWL Email](#)

[Harrisburg Road CWL Map](#)

Mr. Clarence McAlister of McAlister Engineering on behalf of Kevin Meredith is requesting from MAPC to be able to pay the Sidewalk "In Lieu" Payment of \$6,535.36 along 5410 Harrisburg Road. The total area of sidewalk being requested for is 183.44 feet. The 2020 Rate is \$53.33 per square yard.

A motion was made by Jimmy Cooper to untable this item, seconded by Dennis Zolper, that this matter be Untabled. The motion PASSED with the following vote:

**Aye:** 7 – Paul Ford; Mary Margaret Jackson; David Handwork; Kevin Bailey; Jimmy Cooper; Jim Little and Dennis Zolper

**Nay:** 0

**APPLICANT:** Kevin Meredith stated this was supposed to be changed to an exemption per the code. If properties for which public sanitation sewer system is not available and the provision of such services is not planned within the next twelve months. He stated that has been submitted with the paperwork that shows where the sewer is and where the project is. It shows it is not available and he stated he is not aware of any plans within the next twelve months of the sewer being brought to them.

**COMMISSION:** Jerry Reece asked for staff comments.

**STAFF:** Ryan Robeson stated they reviewed this with City, Water, and Light. Sewer is present across the street. They could tie into this sewer.

**APPLICANT:** Kevin Meredith stated it does cross another tract of land. It is over 350' from that. It is over \$65,000 to bring it to that. He asked at what point is sewer deemed available.

**STAFF:** Ryan Robeson stated it would be less than 300' to bring it together.

APPLICANT: Kevin Meredith stated it is 350.02'.

STAFF: Ryan Robeson stated they have that it was less than that. It was around 250'.

APPLICANT: Kevin Meredith asked if it was 250' to the tract of land or to the building project.

STAFF: Ryan Robeson stated to the building project.

APPLICANT: Kevin Meredith stated according to his engineer, they are showing 350'. He asked if his engineer needs to provide better information to determine the footage.

STAFF: Tracy McGaha stated per City, Water, and Light we were told it is less than 250'. It was around 220'-230. If it is within 300', it can be hooked up. The cost of it is not what we are looking at. It is the footage.

APPLICANT: Kevin Meredith stated that they need to get with City, Water, and Light and dispute their measurement. He stated he is unsure they have anything that dictates where their building is going to be unless they got it from the City.

STAFF: Tracy McGaha stated that they sent them a site plan to look at.

APPLICANT: Kevin Meredith asked to get with them because they have different measurements. He asked what they can do going forward.

STAFF: Tracy McGaha stated her suggestion is for their engineer to get with City, Water, and Light to determine which measurement is correct.

APPLICANT: Kevin Meredith stated if it is within the 300' then they pay the fee. If it is not, they come back and revisit.

STAFF: Tracy McGaha stated that is correct.

Tabled

**Aye:** 7 - Jimmy Cooper; Jim Little; Dennis Zolper; Mary Margaret Jackson; David Handwork; Kevin Bailey and Paul Ford

**Absent:** 1 - Lonnie Roberts Jr.

## **5. Preliminary Subdivisions**

## **6. Final Subdivisions**

## **7. Conditional Use**

**8. Rezonings**

[RZ-20-14](#)

REZONING: 3707 S Caraway

Joshua Moss on behalf of South Caraway Baptist Church is requesting MAPC Approval for a Rezoning from “R-1” Single Family Residential District to “C-3” General Commercial District for 16.77 +/- acres of land located at 3707 S Caraway.

**Attachments:**

[Application](#)

[Staff Summary](#)

[Rezoning Plat](#)

[Legal Description](#)

[Returned Signed Notifications](#)

[USPS Receipts](#)

[Map of Zonings Marked](#)

Joshua Moss on behalf of South Caraway Baptist Church is requesting MAPC Approval for a Rezoning from “R-1” Single Family Residential District to “C-3” General Commercial District for 16.77 +/- acres of land located at 3707 S Caraway.

**APPLICANT:** Joshua Moss stated the church has a need to sell this property and relocate which they have been trying to do for some time. He stated they have found a buyer and currently have the property under contract as a childcare facility. Because the church will have no ownership in the childcare facility, they need to rezone it to C-3.

**COMMISSION:** Jerry Reece asked for public comment. He provided the phone number and email address. He then asked for commissioner comment. He then asked for staff comment.

**STAFF:** Ryan Robeson stated they have reviewed this and would recommend approval with the following conditions:

1. That the proposed site shall satisfy all requirements of the City Engineer, all requirements of the current Stormwater Drainage Design Manual, Flood Plain Regulations, and Traffic Access Management Policy regarding any new development.
2. A final site plan subject to all ordinance requirements shall be submitted, reviewed, and approved by the Planning Department, prior to any redevelopment of the property.
3. Any change of use shall be subject to Planning Department approval in the future.
4. A final site plan illustrating compliance with site requirements for parking, signage, landscaping, fencing, buffering, outdoor storage, dumpster enclosure, sidewalks etc. shall be submitted to the Planning Department prior to any redevelopment of this property.

**COMMISSION:** Paul Ford asked if there is a plan to add on additional square

footage or simply to use the existing classrooms as daycare rooms.

**APPLICANT:** Joshua Moss stated there are no plans for additional development. He stated they have worked with the fire marshal locally and DHS to address concerns such as exit doors and things of that nature.

**COMMISSION:** Kevin Bailey asked if this is a favorable recommendation, will this come back to MAPC for the final usage plan.

**STAFF:** Tracy McGaha stated it would not.

A motion was made by Kevin Bailey, seconded by Paul Ford, that this matter be Recommended to Council. The motion **PASSED** with the following vote.

**Aye:** 7 - Jimmy Cooper; Jim Little; Dennis Zolper; Mary Margaret Jackson; David Handwork; Kevin Bailey and Paul Ford

**Absent:** 1 - Lonnie Roberts Jr.

[RZ-20-15](#)

REZONING: 911 Parker Road

Ashley Tallant is requesting MAPC Approval for a Rezoning from “CR-1” Commercial Residence Mixed Use District Limited Use Overlay to “C-3” General Commercial District for .282 +/- acres of land located at 911 Parker Road.

**Attachments:**     [Application](#)  
                              [Staff Summary](#)  
                              [Rezoning Plat](#)  
                              [Legislation Details of Rezoning from 2007](#)  
                              [Returned Property Owner](#)  
                              [Warranty Deed](#)  
                              [USPS](#)

Ashley Tallant is requesting MAPC Approval for a Rezoning from “CR-1” Commercial Residence Mixed Use District Limited Use Overlay to “C-3” General Commercial District for .282 +/- acres of land located at 911 Parker Road.

**APPLICANT:** Tommy Hendrix Brown stated he is a relator who represents Ms. Tallant. This property was purchased with the intent for her to operate a small hair salon. After investigation it was zoned strictly for small business, small office space. He stated they are seeking C-3 approval so she can operate a salon.

**COMMISSION:** Jerry Reece asked for staff comment.

**STAFF:** Ryan Robeson stated they propose they apply a Limited Use Overlay to this rezoning allowing only for retail salon and light office for this property.

**COMMISSION:** Jerry Reece asked for public comment.

**STAFF:** Ryan Robeson stated if they are willing to go with the Limited Use Overlay that limits them to retail salon and light office, there are additional conditions to be noted.

**COMMISSION:** Jerry Reece asked for commissioner comment.

**COMMISSION:** Kevin Bailey asked if they need to table this and let them come back for an L.U.O.

**STAFF:** Ryan Robeson stated he believes they can amend it.

**COMMISSION:** Paul Ford asked if staff needs to list their additional conditions.

**STAFF:** Ryan Robeson stated the additional conditions are as follows:

1. That the proposed site shall satisfy all requirements of the City Engineer, all requirements of the current Stormwater Drainage Design Manual, Flood Plain Regulations, and Traffic Access Management Policy regarding any new development.

2. A final site plan subject to all ordinance requirements shall be submitted, reviewed, and approved by the Planning Department, prior to any redevelopment of the property.

3. Any change of use shall be subject to Planning Department approval in the future.

4. A final site plan illustrating compliance with site requirements for parking, signage, landscaping, fencing, buffering, outdoor storage, dumpster enclosure, sidewalks etc. shall be submitted to the Planning Department prior to any redevelopment of this property.

COMMISSION: Jim Little asked what are the limited uses that would be allowed other than typical C-3 uses.

STAFF: Ryan Robeson stated the two limited uses they would allow are retail salon and light office.

COMMISSION: Jim Little asked why they do not want general C-3 zoning.

STAFF: Ryan Robeson stated in the future if the property sells, people could by property around it. You could end up with a gas station, convenience store, or anything there. It is a very busy intersection as it is.

COMMISSION: Jim Little stated it is too close to the intersection so Planning would not want that there.

STAFF: Ryan Robeson stated that is correct.

STAFF: Michael Morris stated Engineering agrees.

COMMISSION: Jim Little asked what the owners think.

APPLICANT: Tommy Hendrix Brown stated Ashley and he are in agreement that the light office space and retail salon use would be fine. That is all they are looking for.

STAFF: Carol Duncan stated they need a motion to amend if that is the desire of the committee.

A motion was made by Dennis Zolper to amend the request for rezoning to C-3 with a Limited Use Overlay of a hair salon or light office use, seconded by Jimmy Cooper, that this matter be Approved. The motion PASSED with the following vote:

Aye: 7 – Paul Ford; Mary Margaret Jackson; David Handwork; Kevin Bailey; Jimmy Cooper; Jim Little and Dennis Zolper

Nay: 0

Absent: Lonnie Roberts



**STAFF:** Carol Duncan requested Ryan Robeson reread the requirements that are specific to the Limited Use Overlay so there is no confusion to the final vote.

**STAFF:** Ryan Robeson stated we propose they apply a Limited Use Overlay to this rezoning allowing for only retail salon and light office for this property.

A motion was made by Dennis Zolper, seconded by Jimmy Cooper, that this matter be Recommended to Council. The motion **PASSED** with the following vote.

**Aye:** 7 - Jimmy Cooper; Jim Little; Dennis Zolper; Mary Margaret Jackson; David Handwork; Kevin Bailey and Paul Ford

**Absent:** 1 - Lonnie Roberts Jr.

## **9. Staff Comments**

**COMMISSION:** Mary Margaret Jackson stated she would like to make a motion to amend the MAPC bylaws. She stated should would like to move to amend Article V, E. 5 of the Jonesboro MAPC bylaws so it stated the following: All minutes to the prior commission meeting and all petitions, applications, reports, and supporting documents that are under consideration by the commission shall be open to the public and available for inspection the Thursday prior to the date set for the meeting. She stated she talked about this in the past and said she was going to bring it up. She stated she thinks it's important they do not have any last minute submissions the day of or the day before a meeting. She stated for her pleasure she would like to have it the Thursday before and she would like to enforce that. She stated she would like the public to be able to have that benefit as well. She stated she submitted this draft amendment to Carol Duncan and she approved the language.

**COMMISSION:** Dennis Zolper stated this is the first time they have heard about it. He asked why should they vote on it tonight.

**COMMISSION:** Mary Margaret Jackson stated she has brought this up before. She stated in the last meeting she stated she was going to bring it up this meeting and that she wanted it to be on the agenda. The prior meeting when it was supposed to happen she had to miss because of an injury. She stated the meeting before that is when she discussed it. It is in the minutes they have approved.

**COMMISSION:** Dennis Zolper stated he does not have a problem with the motion, but it is almost like you want everything to be there Thursday and then you present a motion to amend our bylaws the day of the meeting. He stated he has not seen the language. He does not know what kind of language she is going to use.

**COMMISSION:** Mary Margaret Jackson stated that she guesses the staff neglected to send it. She stated she did bring this up at the meeting at the end that she wanted it to come up at this meeting.

**COMMISSION:** Paul Ford stated he agrees that she did bring it up at the last meeting. He stated he did not see any language submitted.

**STAFF:** Carol Duncan stated she does as well. She stated Mary Margaret provided this to her about a month ago. She stated a questions would be the time on Thursday. Do they want it by noon or do they want it by five. If the commission has not actually seen the written language, it may be a good idea to make sure staff gets that out and we just know that we are going to vote on it at the next meeting. She stated commissioners do have the right to read the language. She did not realize that did not get out.

**COMMISSION:** Mary Margaret Jackson agreed and stated that by five o'clock is reasonable on Thursday. She asked for it to be amended to say Thursday by five o'clock.

A motion was made by Dennis Zolper to table the request until next meeting for a vote, seconded by Jimmy Cooper, that this matter be Tabled. The motion

**PASSED** with the following vote:

**Aye:** 7 – Paul Ford; Mary Margaret Jackson; David Handwork; Kevin Bailey;  
Jimmy Cooper; Jim Little and Dennis Zolper

**Nay:** 0

**Absent:** Lonnie Roberts

**10. Adjournment**