



February 7, 2022

Crafton Tull  
Attn: Brad Peterson  
10825 Financial Centre Parkway, Ste 300  
Little Rock, AR 72211

RE: Abandonment of Easement  
Lot 8 & 11 Hill Park Addition

Dear Mr. Peterson,

The City of Jonesboro Engineering and Planning Departments concur with the abandonment of the easement as shown on the attached copy of a copy of a plat indicating the location of existing easements that should be retained, as well as an easement that should be abandoned.

Please call if more information is needed.

Sincerely,

A handwritten signature in black ink, appearing to be 'CL', is written above the typed name of Craig Light.

Craig Light, PE, CFM  
Chief City Engineer

A large, stylized handwritten signature in blue ink is written above the typed name of Derrel Smith.

Derrel Smith  
Planning Director

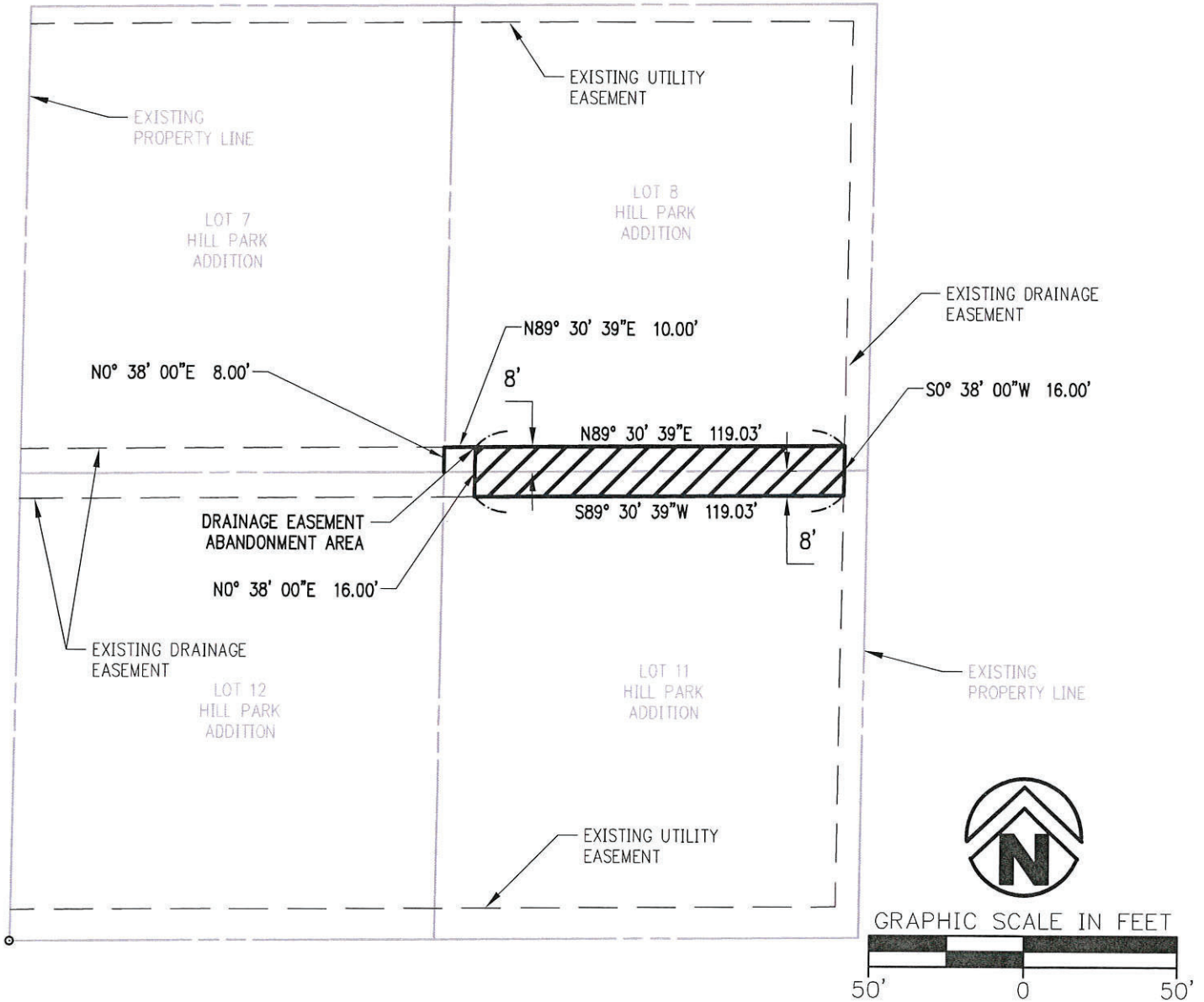
**Engineering Department · Municipal Center**

300 S. Church St. · P.O. Box 1845 · Jonesboro, Arkansas 72401-1845 · (870) 932-2438 · (870) 933-4664

**DRAINAGE EASEMENT ABANDONMENT DESCRIPTION:**

PART OF LOTS 8 AND 11, HILL PARK ADDITION, PHASE 1, IN THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 8; THENCE N00°38'00"E, 8.00 FEET; THENCE N89°30'39"E, 10.00 FEET TO THE POINT OF BEGINNING; THENCE N89°30'39"E, 119.03 FEET; THENCE S00°38'00"W, 16.00 FEET; THENCE S89°30'39"W, 119.03 FEET; THENCE N00°38'00"E, 16.00 FEET TO THE POINT OF BEGINNING; SAID TRACT CONTAINING 0.044 ACRES, MORE OR LESS.

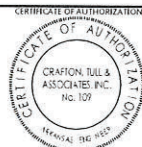


**HILL PARK ADDITION  
JONESBORO, AR**

Project No: 21806900  
 Issue Date: 1/31/22  
 Contact: B. PETERSON  
 Checked by: \_\_\_\_\_  
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10825 Financial Centre Parkway, Suite 300  
 Little Rock, Arkansas 72211  
**Crafton Tull**  
 engineering | surveying  
 501.664.3245 | 501.664.6704 f  
 www.craftontull.com



CERTIFICATE OF AUTHORIZATION  
 This document, and the ideas and designs incorporated herein, as an instrument of professional service, is the property of Crafton, Tull & Associates, Inc., and is not to be used, in whole or in part, for any other project, without the written authorization of Crafton, Tull & Associates, Inc.

**DRAINAGE EASEMENT ABANDONMENT  
EXHIBIT A**



February 9, 2022

**City of Jonesboro**

10825 Financial Centre Pkwy, Suite 300  
Little Rock, AR 72211

Re: **Easement Closure Request**  
**CTA Job No. 20800902**

To Whom it May Concern:

We are writing you this letter to request the abandonment of the 16 foot drainage easement running east to west between what was formerly Lots 7, 8, and 9 as shown on the attached Exhibit A prepared by Craton Tull on January 31, 2022.

The Drainage Easement was originally recorded to run parallel to and in-between Hill Park Drive and Mayfield Drive, running west to east on the south ends of Lots 5 through 9 and the north ends of Lots 14 through 10 (see Hill Park Addition Record Plat dated April 25, 2011). Over the years, the easement portions in Lots 9 and 10 were abandoned as recorded in ABAN-349, followed by the portions in Lots 5 and 14 as recorded in ABAN-363. This leaves the easement in the remaining Lots 6 through 8 and 11 through 13. Currently, no drainage infrastructure occupies the remaining easement.

Proposed plans for Lots 8, 11, and 12 will develop a new Goddard School. The new building will sit on the portion of the easement running along Lots 8 and 11, with storm water runoff being discharged to a new grated inlet and carried to an existing area inlet located on the drainage easement running north-south along the east side of Lots 8 and 11. Due to proposed plans calling for construction of a new building on a portion of the easement, stormwater management plans not necessitating drainage infrastructure on said easement, and existing stormwater infrastructure not necessitating it as well, we propose that the 16 foot drainage easement be abandoned as recorded on attached Exhibit A document. Please see Preliminary Replat and documents stored in the attached flash drive as well.

Should you have any questions, please contact us at your earliest convenience.

Sincerely,

Brad Peterson, P.E., CFM, LEED AP  
Vice President | Infrastructure



# Easement / Street/ Alley Abandonment

## Application Form

Please fill out this form completely, supplying all necessary information and documentation to support your request. Your application will not be placed on the City Council agenda until the application is completed and required information provided.

Property Information	Address	1770 MAYFIELD DR.
	<i>Attach legal description of property to this application. May be found on warranty deed or current survey of property.</i>	
Project Information	<b>Select the property type being vacated:</b>	
	<input type="checkbox"/> Alley	<input type="checkbox"/> Utility Easement
	<input type="checkbox"/> Street or R.O.W.	<input checked="" type="checkbox"/> Drainage Easement
	<input type="checkbox"/> Cross Access Easement	

Owner	Name	HILL PARK HOLDINGS, LLC	Phone		<input type="checkbox"/> Select if this is the primary contact
	Address	706 SEQUOIA DR.	Fax		
	City, State, Zip	JONESBORO, AR 72401	E-mail		

Applicant / Representative	Name	CRAFTON, TULL & ASSOCIATES, INC.	Phone	(501) 664-3245	<input checked="" type="checkbox"/> Select if this is the primary contact
	Address	10825 FINANCIAL CENTRE PKWY, STE 300	Fax	(501) 664-6704	
	City, State, Zip	LITTLE ROCK, AR 72211	E-mail	BRAD.PETERSON@CRAFTONTULL.COM	

**Applicant/Representative:** I certify that the foregoing statements and answers herein made all data, information and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination or approval. I understand that the City might not approve what I am applying for, or might set conditions on approval.

√ By APW Date: 2/7/21

**Property Owner/Authorized Agent:** I certify that I am the owner of the property that is the subject of this application and that I have read this application and consent to its filing. (If signed by the authorized agent, a letter from the property owner must be provided indicating that the agent is authorized to act on his/her behalf).

√ By APW Date: 2/7/21

**Note:** The samples provided in this packet only to assist proponents in preparing the required documents. Proponents should satisfy themselves as to the legal sufficiency for their specific use in accordance with Arkansas State Code, Section 14-301 which regulates the abandonment of public easements and rights of ways.

Staff Use Only	Date Application Submitted	Date Approved by City Engineer	Date Approved by City Planner
	Date Accepted as Complete	Legistar File No.:	Abandonment Type:

Ecumenical Dr

Browns Ln

Hill Park Dr



Mayfield Dr

10' UTILITY  
EASEMENT TO BE  
ABANDONED

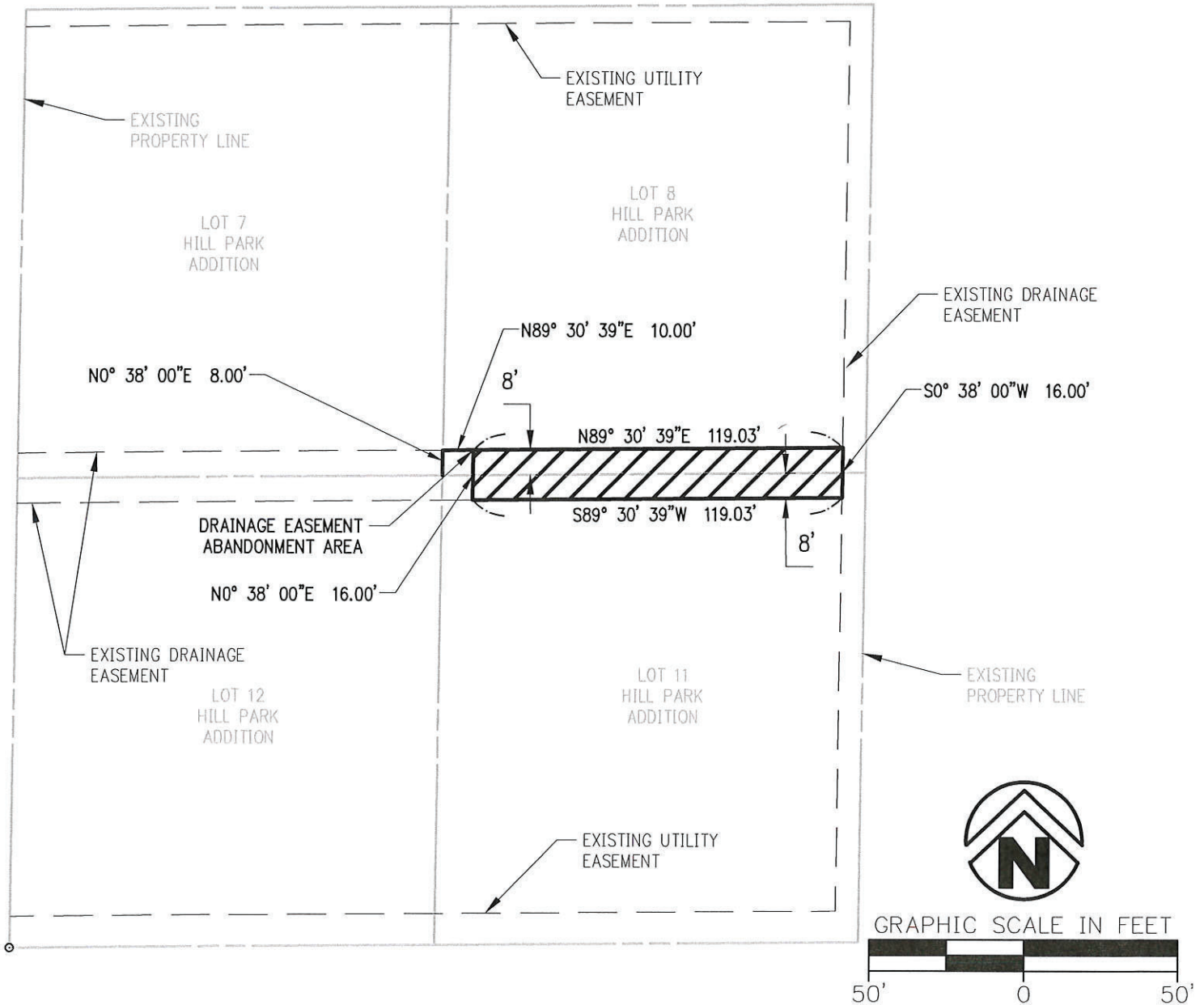
Hill Park Cv

Ritter Dr

**DRAINAGE EASEMENT ABANDONMENT DESCRIPTION:**

PART OF LOTS 8 AND 11, HILL PARK ADDITION, PHASE 1, IN THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 8; THENCE N00°38'00"E, 8.00 FEET; THENCE N89°30'39"E, 10.00 FEET TO THE POINT OF BEGINNING; THENCE N89°30'39"E, 119.03 FEET; THENCE S00°38'00"W, 16.00 FEET; THENCE S89°30'39"W, 119.03 FEET; THENCE N00°38'00"E, 16.00 FEET TO THE POINT OF BEGINNING; SAID TRACT CONTAINING 0.044 ACRES, MORE OR LESS.



**HILL PARK ADDITION  
JONESBORO, AR**

Project No: 21806900  
 Issue Date: 1/31/22  
 Contact: B. PETERSON  
 Checked by: \_\_\_\_\_  
 © 2022 Crafton, Tull & Associates, Inc.

**DRAINAGE EASEMENT ABANDONMENT  
EXHIBIT A**

10825 Financial Centre Parkway, Suite 300  
 Little Rock, Arkansas 72211  
 **Crafton Tull**  
 engineering | surveying  
 501.664.3245 | 501.664.6704 | www.craftontull.com



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**PETITION TO VACATE**

PETITION TO VACATE A(N)

DRAINAGE EASEMENT

LOCATED AT

1770 MAYFIELD DR.

CITY OF JONESBORO, ARKANSAS.

TO: The Honorable Harold Copenhaver, Mayor, and members of the Jonesboro City Council

We, the undersigned, being all the owners of the real estate of or adjacent (to) the

DRAINAGE EASEMENT

to be vacated hereinafter sought to be abandoned and vacated, lying in

LOTS 8 & 11, HILL PARK ADDITION

Jonesboro, Arkansas, a municipal corporation, petition to vacate an

DRAINAGE EASEMENT

which is described as follows:

PART OF LOTS 8 AND 11, HILL PARK ADDITION, PHASE 1, IN THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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That the real estate affected by said abandonment of the

DRAINAGE EASEMENT

Location

1770 MAYFIELD DR.

to the City of Jonesboro, Arkansas, a certified copy of the original plat located in the Circuit Clerk's Office for the County of Craighead, State of Arkansas, is attached hereto, and made a part hereof as though set out herein word for word.

Petitioners state that the above described real estate will not adversely affect the public interest and welfare and would also not be adversely affected by the abandonment of the above described

DRAINAGE EASEMENT

The petitioners recommend that the City of Jonesboro, Arkansas, abandon and vacate the above described real estate, subject, however, to the existing utility easements as required, and that the above described real estate be used for their respective benefit and purpose as now approved by law.

WHEREFORE, the undersigned petitioners respectfully recommend that the governing body of the City of Jonesboro, Arkansas, abandon and vacate the above described real estate, subject to said utility easements and as to that particular land the owner be free from the easements of the public for the use of said real

PROPERTY

Dated this

7<sup>th</sup>

day of

February

20

27

Andrea Panneck

Andrea Panneck

Printed Name

Signature

Printed Name

Signature

**LETTER OF AUTHORIZATION**

I/We, the undersigned property owner(s), do hereby name and authorize Crafton Tull / Brad Peterson, PE to act as agent of owner in my/our behalf in the matter of the application filed for easement abandonment before the City Council of Jonesboro, Arkansas.

Executed this 7<sup>th</sup> of February, 2022  
day of the month month

HILL PARK HOLDINGS, LLC  
By: Andrea Panneck  
Owner Name (please print)

\_\_\_\_\_  
Owner Name (please print)

By: Andrea Panneck  
Owner Signature

\_\_\_\_\_  
Owner Signature



ACKNOWLEDGEMENT

STATE OF Arkansas ) ss  
  )  
COUNTY OF Craighead )

On this day came before the undersigned, a Notary Public, duly qualified and acting within and for the country and state aforesaid, personally appeared Andrea Panneck, to me well known to be the person whose name appears as in the forgoing instrument, and stated that they have executed the same for the consideration, uses and purposes therein stated.

In witness whereof, I hereunto set my hand and seal on this 9<sup>th</sup> day of February, 20 22.

Sept 24, 2028  
My Commission Expires:

Kendall Georges  
Notary Public

(Seal) KENDALL GEORGES  
MY COMMISSION # 12705723  
EXPIRES: SEPT 24, 2028  
Craighead County

 KENDALL GEORGES  
MY COMMISSION # 12705723  
EXPIRES: SEPT 24, 2028  
Craighead County

**PETITION TO VACATE**

PETITION TO VACATE A(N)

DRAINAGE EASEMENT

LOCATED AT

1770 MAYFIELD DR.

CITY OF JONESBORO, ARKANSAS.

TO: The Honorable Harold Copenhaver, Mayor, and members of the Jonesboro City Council

We, the undersigned, being all the owners of the real estate of or adjacent (to) the DRAINAGE EASEMENT to be vacated hereinafter sought to be abandoned and vacated, lying in LOTS 8 & 11, HILL PARK ADDITION Jonesboro, Arkansas, a municipal corporation, petition to vacate an DRAINAGE EASEMENT which is described as follows:

Legal Description

PART OF LOTS 8 AND 11, HILL PARK ADDITION, PHASE 1, IN THE CITY OF JONESBORO, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
  
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That the real estate affected by said abandonment of the

DRAINAGE EASEMENT

Location

1770 MAYFIELD DR.

to the City of Jonesboro, Arkansas, a certified copy of the original plat located in the Circuit Clerk's Office for the County of Craighead, State of Arkansas, is attached hereto, and made a part hereof as though set out herein word for word.

Petitioners state that the above described real estate will not adversely affect the public interest and welfare and would also not be adversely affected by the abandonment of the above described DRAINAGE EASEMENT

The petitioners recommend that the City of Jonesboro, Arkansas, abandon and vacate the above described real estate, subject, however, to the existing utility easements as required, and that the above described real estate be used for their respective benefit and purpose as now approved by law.

WHEREFORE, the undersigned petitioners respectfully recommend that the governing body of the City of Jonesboro, Arkansas, abandon and vacate the above described real estate, subject to said utility easements and as to that particular land the owner be free from the easements of the public for the use of said real PROPERTY

Dated this 7<sup>th</sup> day of February, 2022

Andrea Panneck

Andrea Panneck

Printed Name

Signature

Printed Name

Signature

**LETTER OF AUTHORIZATION**

I/We, the undersigned property owner(s), do hereby name and authorize Crafton Tull / Brad Peterson, PE  
to act as agent of owner in my/our behalf in the matter of the application filed for easement abandonment before the  
City Council of Jonesboro, Arkansas.

Executed this 7<sup>th</sup> of February, 2022  
day of the month month

HILL PARK HOLDINGS, LLC  
By: Andrea Panneck  
Owner Name (please print)

\_\_\_\_\_  
Owner Name (please print)

By: Andrea Panneck  
Owner Signature

\_\_\_\_\_  
Owner Signature

**PETITION TO VACATE**

PETITION TO VACATE A(N) DRAINAGE EASEMENT

LOCATED AT 1770 MAYFIELD DR. CITY OF JONESBORO, ARKANSAS.

TO: The Honorable Harold Copenhaver, Mayor, and members of the Jonesboro City Council

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That the real estate affected by said abandonment of the DRAINAGE EASEMENT

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_

# LETTER OF AUTHORIZATION

I/We, the undersigned property owner(s), do hereby name and authorize Crafton Tull / Brad Peterson, PE to act as agent of owner in my/our behalf in the matter of the application filed for easement abandonment before the City Council of Jonesboro, Arkansas.

Executed this \_\_\_\_\_ of \_\_\_\_\_, 2022  
day of the month month

\_\_\_\_\_  
Owner Name (please print)

\_\_\_\_\_  
Owner Name (please print)

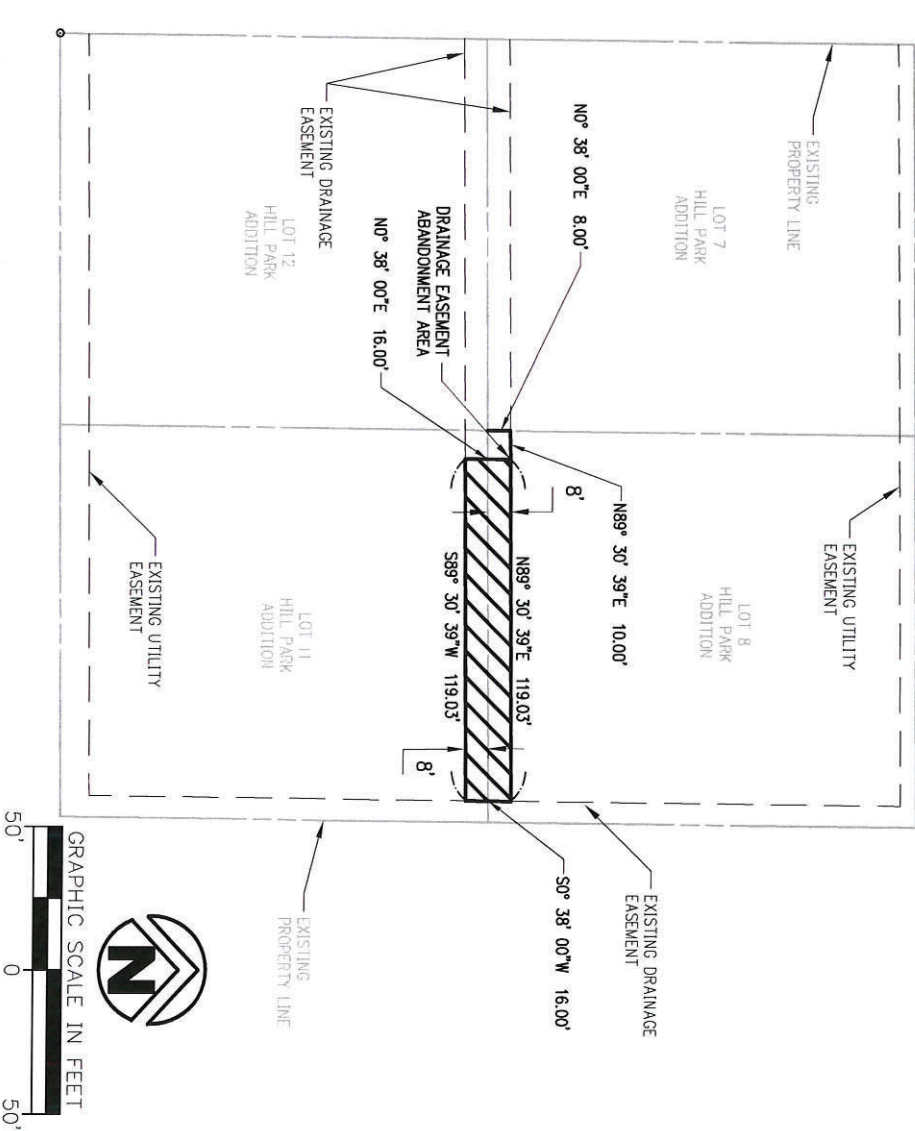
\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Owner Signature

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**HILL PARK ADDITION  
JONESBORO, AR**



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Project No: 21806900  
Issue Date: 1/31/22  
Contract: B. PETERSON  
Checked by:

**DRAINAGE EASEMENT ABANDONMENT  
EXHIBIT A**

DRAWING: G:\21806900\_CRAFTONTULL\HILLPARK\HILLPARK\DWG\EXHIBIT A.DWG  
LAYOUT: EXHIBIT A, LAST SAVED: 8/11/22, 2/4/2022 3:02:20 PM  
LAST PLOTTED BY: BRAD PETERSON, 2/4/2022 3:23:41 PM (PLOTTED BY: VALID ON HARD COPY ONLY)



THIS PRELIMINARY PLAT IS FOR INFORMATION ONLY. IT IS NOT TO BE USED FOR CONSTRUCTION. THE FINAL PLAT WILL BE PREPARED AND SUBMITTED TO THE CITY OF JONESBORO, ARKANSAS, FOR APPROVAL. ANY CHANGES TO THIS PLAT WILL BE INDICATED BY A REVISION TABLE.

**PRELIMINARY PLAT OF LOT 11R BEING A REPLAT OF LOTS 8, 11, 12 OF THE HILL PARK ADDITION TO THE CITY OF JONESBORO, CRAIGHEAD COUNTY, 1770 MAYFIELD LN., JONESBORO, AR**



NO.	DATE	DESCRIPTION
1	08/27/19	PRELIMINARY PLAT
2	08/27/19	REVISIONS
3	08/27/19	REVISIONS
4	08/27/19	REVISIONS
5	08/27/19	REVISIONS
6	08/27/19	REVISIONS
7	08/27/19	REVISIONS
8	08/27/19	REVISIONS
9	08/27/19	REVISIONS
10	08/27/19	REVISIONS
11	08/27/19	REVISIONS
12	08/27/19	REVISIONS
13	08/27/19	REVISIONS
14	08/27/19	REVISIONS
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17	08/27/19	REVISIONS
18	08/27/19	REVISIONS
19	08/27/19	REVISIONS
20	08/27/19	REVISIONS

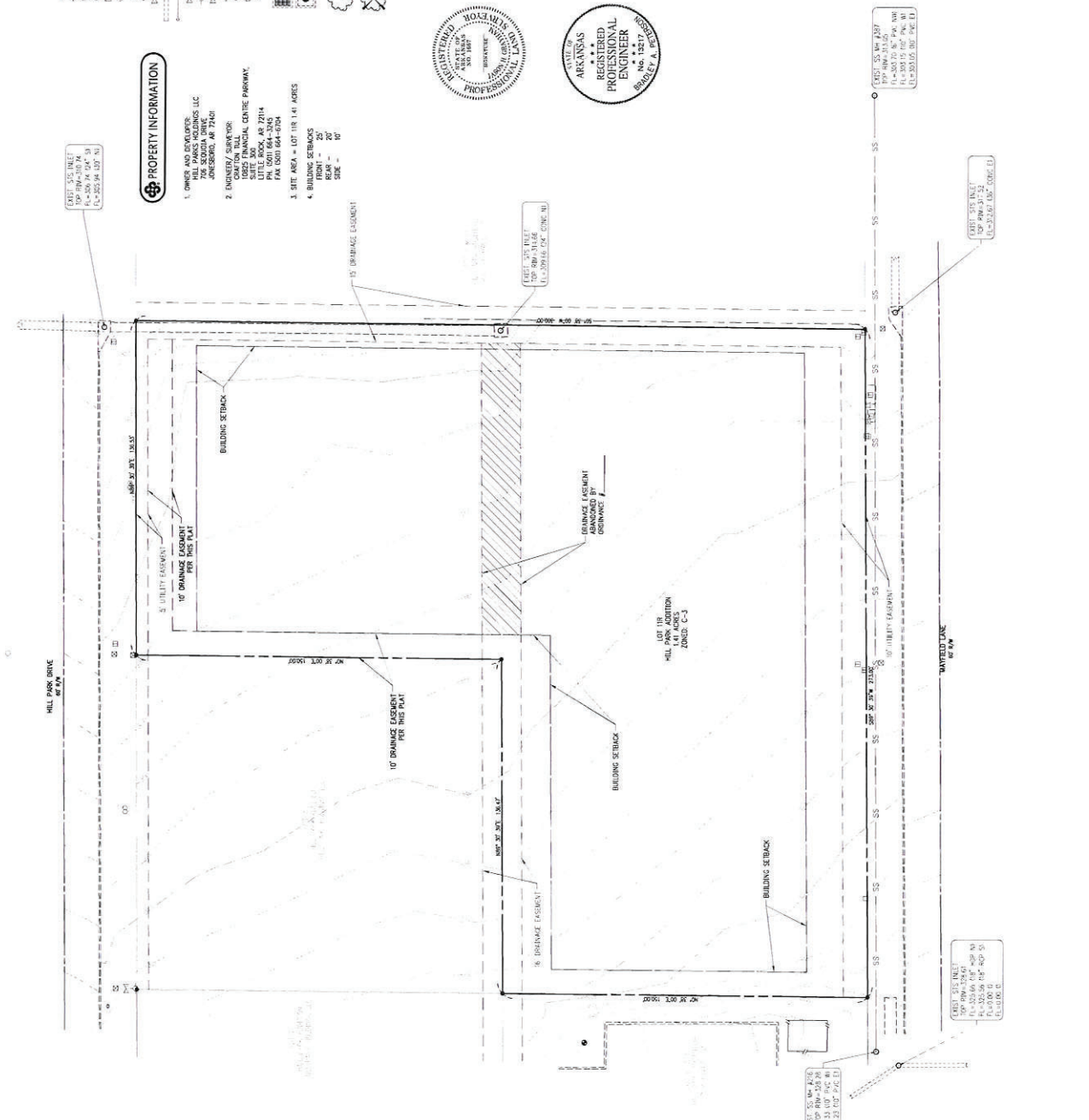
DATE OF PRELIMINARY PLAT: 08/27/19  
 DATE OF EXECUTION: 08/27/19  
 NAME: JONESBORO PLANNING COMMISSION

**LEGEND (EXISTING SYMBOLS)**

SYMBOLS	LINEWORK
FOUND IRON PIN	EXHIBIT
LIGHT POLE	CURB
TELEPHONE PESTICIDE	INTERMEDIATE CONTOUR
MANHOLE	INDEX CONTOUR
SANITARY SEWER CLEANOUT	SANITARY SEWER LINE
GAS METER	GAS LINE
DOWN SUMP PIPE	WATER LINE (SPECCY SIZE & TYPE)
STORM DUT	UNDERGROUND TELEPHONE
FIRE HYDRANT ASSEMBLY	UNDERGROUND ELECTRIC
AIR RELEASE VALVE	OVERHEAD ELECTRIC
FIRE DEPARTMENT CONNECTION	UNDERGROUND TELEVISION
WATER METER	OVERHEAD TELEVISION
SPRINKLER HEAD	CHAIN LINK FENCE
ELECTRIC PESTICIDE	WOOD FENCE
GRAVED INLET	BARBED WIRE FENCE
DROP INLET	FIBER OPTIC
RIE	RIGHT OF WAY
TREE TO BE REMOVED	ROAD CENTERLINE

**PROPERTY INFORMATION**

- OWNER AND DEVELOPER: HILL PARK HOLDINGS, LLC, JONESBORO, AR 72401
- ENGINEER/ARCHITECT: CRAFTON TULL, 1015 S. UNIVERSITY AVENUE, SUITE 200, JONESBORO, AR 72401
- SITE AREA = LOT 11R 1.41 ACRES
- BUILDING SETBACKS: FRONT = 25', SIDE = 10', REAR = 10'



**CERTIFICATE OF PRELIMINARY SURVEYING ACCURACY**  
 I, JASON H. GROMAN, HEREBY CERTIFY THAT THIS PLAT CORRECTLY REPRESENTS THE ACTUAL LOCATION, SIZE, TYPE AND MATERIAL ARE CORRECTLY SHOWN.

DATE OF EXECUTION: 08/27/19  
 NAME: JONESBORO PLANNING COMMISSION

**CERTIFICATE OF PRELIMINARY ENGINEERING ACCURACY**  
 I, BRADLEY A. PETERSON, HEREBY CERTIFY THAT THIS PLAT CORRECTLY REPRESENTS THE ACTUAL LOCATION, SIZE, TYPE AND MATERIAL ARE CORRECTLY SHOWN.

DATE OF EXECUTION: 08/27/19  
 NAME: JONESBORO PLANNING COMMISSION

**CERTIFICATE OF PRELIMINARY PLAT APPROVAL**  
 ALL REQUIREMENTS OF THE NORTH LITTLE ROCK SUBDIVISION RULES AND REGULATIONS HAVE BEEN FULLY COMPLIED WITH.

DATE OF EXECUTION: 08/27/19  
 NAME: JONESBORO PLANNING COMMISSION

**FLOODPLAIN STATEMENT**  
 THIS PROPERTY IS LOCATED WITHIN THE 100-YEAR FLOOD PLAIN AS SHOWN ON THE FLOOD INSURANCE RATE MAP (FIRM) FOR THE CITY OF JONESBORO, ARKANSAS, DATED SEPTEMBER 27, 1991.

## Brad Peterson

---

**From:** Tyler Wilson <tylerwilson479@gmail.com>  
**Sent:** Wednesday, February 9, 2022 8:31 AM  
**To:** Brad Peterson  
**Subject:** Fwd: [External] Easement Abandonment.pdf

See below. I don't know if a notary has been contacted. There might be a bank next-door that would be willing to notarize.

**TYLER WILSON  
PRESIDENT  
CIRRUS INVESTMENTS**

Mobile | [479-414-9574](tel:479-414-9574)  
Office | [501-503-0333](tel:501-503-0333)  
[200 River Market Ave Suite 600](https://www.flakecompany.com)  
Little Rock, AR 72201  
[www.flakecompany.com](http://www.flakecompany.com)

**From:** Janae Moody <Janae@haagbrown.com>  
**Date:** February 9, 2022 at 8:23:38 AM CST  
**To:** Tyler Wilson <tylerwilson479@gmail.com>  
**Cc:** Josh Brown <Josh@haagbrown.com>  
**Subject: Re: [External] Easement Abandonment.pdf**

Good Morning Tyler,

Ms. Andrea Panneck is one of the property's owners and works at the Gardner Law Firm. She said he could swing by their office to pick up the originals. They open at 8:30 and she will be in the all day with the exception of 12:00 – 1:15 for lunch.

The Gardner Law Firm is located at 2915 Browns Lane, Jonesboro, AR 72401  
:: <https://goo.gl/maps/AJTbVpiVQ7TX96qJ9>

Let me know if you need anything else.

Sincerely,  
JaNae

On Feb 8, 2022, at 1:29 PM, Tyler Wilson <[tylerwilson479@gmail.com](mailto:tylerwilson479@gmail.com)> wrote:

Josh,



Can you please arrange for the original copies to be picked up tomorrow before the meeting? Brad Peterson will be in Jonesboro tomorrow for the meeting. Thanks - TW

<C8EB02955D5D4E65AAABAA1CB7F93391.png>

**From:** [Tyler Wilson](#)

**Sent:** Tuesday, February 8, 2022 1:40 AM

**Subject:** Fwd: [External] Easement Abandonment.pdf

Begin forwarded message:

**From:** Brad Peterson <[Brad.Peterson@craftontull.com](mailto:Brad.Peterson@craftontull.com)>

**Subject:** RE: [External] Easement Abandonment.pdf

**Date:** February 7, 2022 at 2:11:32 PM CST

**To:** Tyler Wilson <[tylerwilson479@gmail.com](mailto:tylerwilson479@gmail.com)>

Tyler,

I will the original copies of the petition and letter to submit to the City Clerk. I'd like to make arrangements for us to pick these up on Wednesday. Would you be able to put me in touch with Andrea?

Thanks,

Brad

**Brad Peterson, P.E., CFM, LEED AP**

Vice President | Infrastructure

Office: 501-664-3245 | Direct: 501-748-8246

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