



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Agenda Board of Zoning Adjustments

Tuesday, June 17, 2025

1:30 PM

Municipal Center, 300 S. Church

1. Call to Order

2. Roll Call

3. Approval of Minutes

[MIN-25:050](#)

BZA Minutes: May 20, 2025

Attachments: [5.20.25 BZA Minutes](#)

4. Appeal Cases

[VR-25-15](#)

Variance: 1100 E. Craighead Forest Rd

Naga Nandipati is requesting a variance for installation of an 8-foot-tall fence. The property is in the R-3, multifamily high-density district.

Attachments: [Variance Application](#)
[Narrative Letter](#)
[Fence Plan](#)
[Certified Mail](#)

[VR-25-16](#)

Variance: 1625 W. Parker Rd

Ozark Civil Engineering Inc. is requesting a variance waive the requirement for joint/cross access to the properties located to the south and east. The property is in the C-3, general commercial district.

Attachments: [Application](#)
[Variance Letter](#)
[Site](#)

VR-25-17

Variance: 4009 Covington Dr

Jeffrey Madden is requesting a variance to increase fence height to 7 feet along the southwest side yard and replace pickets with the smooth side facing towards the owner's yard. The property is in the R-1, single family medium-density district.

Attachments: [Application, Letter & Signed Notification Letters](#)
[Site Plan](#)
[2010 Variance Approval - Rear](#)

VR-25-18

Variance: 3119 Rook Rd

Kenneth O'Connell is requesting a variance to allow use of a chat area adjacent to the existing parking lot. The property is in the C-3, general commercial district.

Attachments: [Application](#)
[Current and Future Site Plans](#)
[Certified Mail](#)

5. Staff Comments**6. Adjournment**



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: MIN-25:050

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Board of Zoning Adjustments

File Type: Minutes

BZA Minutes: May 20, 2025



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Board of Zoning Adjustments

Tuesday, May 20, 2025

1:30 PM

Municipal Center, 300 S. Church

1. Call to Order

2. Roll Call

Present 5 - Rick Miles; Casey Caples; Kevin Bailey; Doug Gilmore and Matthew Millerd

3. Approval of Minutes

[MIN-25:040](#)

BZA Minutes: April 15, 2025

Attachments: [4.15.25 BZA Minutes](#)

A motion was made by Rick Miles, seconded by Casey Caples, that this matter be Approved . The motion PASSED with the following vote.

Aye: 4 - Rick Miles; Casey Caples; Kevin Bailey and Matthew Millerd

4. Appeal Cases

[VR-25-08](#)

Variance: 2615 Greensboro Road

Arthur Wallace Jr. is requesting a variance for a shop that exceeds the house's square footage on the property. The property is zoned R-1, single family medium density district.

Attachments: [Application](#)
[Plans](#)
[Site Plan](#)
[Certified Mail](#)

Doug Gilmore (Chair): Come on up and tell us what you've got going on.

Jody Hart (Proponent): I'm trying to get a shop building built, so I can actually store some of my vehicles and stuff like that and not have them out in the open and everything to where it makes the neighborhood look a little better. At one point in time, I don't know if the 2601 is still there or not. I had it re-platted to where it was its own property because of the issues of it being as big as my actual house.

Doug Gilmore: What is the square footage of the building you're wanting to put up?

Jody Hart: It's 30 by 50.

Doug Gilmore: Okay, 1500 by my math, how big is your house?

Jody Hart: I'm not sure, it's at least that big.

Doug Gilmore: Well, the ordinance is you're not supposed to have it bigger than 50% of your home.

Jody Hart: Yes sir, that's the reason I went ahead and had it re-platted as its own property to be able to put the building on there and then I was told not to do that, to keep it as a solid property. I've been told so many different things, sir. I mean, I've gotten the certified letters from my neighbors that actually say that they don't care.

Doug Gilmore: That's how the process works, yes.

Matthew Millerd (Board): You've re-platted the 4.7 acres?

Jody Hart: Yes, sir. I paid money to have it re-platted that's the reason, when she had it pulled up the first time, it had two different addresses on there. And then I was told not to do that and re-plat it as just a solid plot. So, I'm not sure what to do. I've been out of pocket quite a bit of money here and I'm just trying to follow ordinance or do what I can to be able to get my shop building. I even had it at one time put in as a barndominium and I was told, no you can't do that.

Doug Gilmore: Well, you couldn't have another on your plot.

Jody Hart: That's the reason I had it re-platted, and then I was told no, don't do that.

Doug Gilmore: Any reason why you want to push it all the way up to Greensboro Road? Rather than, you got nearly five acres,

Jody Hart: Because the rest of the property slants at a very hard hillside. The side that's it's on is where AState Salvage used to be. So, that whole area over there, is contaminated land.

Doug Gilmore: Derrel, what do you think?

Derrel Smith (City Planner): The variance for the size, I'm not that concerned about, but it's also in front of the house so, he'd need a variance to place it in front of his house but you can't have a building in front of your private residence.

Jody Hart: That's because of the curve of the road, the way it is, and everything. This happens to be the only flat area on my property, other than where my house is sitting.

Unable to Transcribe

Jody Hart: I have the proof where I re-platted but then they told me to cancel it. So, I had it cancelled.

Unable to Transcribe

Doug Gilmore: Because of the slope of the land that's what he's talking about.

Unable to transcribe

Casey Caples (Board): If he had re-platted it, though we don't have a replat because it sounds like a valuable option to him.

Derrel Smith: If he re-plats it, he can't put a storage building on that property. There has to be a residence with the storage.

Jody Hart: That's what I was saying, I was going to do a barndominium and then nothing would pass as far as the perk test or anything else and there's no sewer out there.

Doug Gilmore: Were you going to have a bathroom in this building?

Jody Hart: Wasn't planning on it sir, like I said, I was just planning on using it for storage to try and make the neighborhood look better.

Kevin Bailey (Board): This may be off subject, Mr. Hart but I think sewer is coming down Greensboro Road. Derrel, is it not coming down Greensboro Road?

Derrel Smith: It's supposed to in the future. We just don't know a timeline yet.

Kevin Bailey: And there's no way you can shove it from view, south away from

the drive and get it out of the front of the house.

Jody Hart: No, sir. It's just that just happens to be the way, the driveway actually flows up the hill and everything. And it's in that curvature of the road also.

Rick Miles (Board): Do you have this building plotted on that property already? Do you have a plat showing this building?

Jody Hart: Yes, I have all kinds.

Rick Miles: No, I mean do you have a drawing of the building itself? Of what it's going to look like, what it's going to be made out of?

Jody Hart: From the building company yes.

Board: It's in the drawings.

Jody Hart: That's not it.

Doug Gilmore: That's not your building? That's not his building.

Board: Do you have what your building is?

Jody Hart: Metal outside, wood frame. It'll have to bay doors.

Board: I think that's what it's showing.

Unable to transcribe

Jody Hart: Here's a simple layout, it doesn't really show the material or anything like that.

Doug Gilmore: There's a building on the screen is that your building right there?

Jody Hart: Nope.

Doug Gilmore: That's what Mr. Wallace submitted, was that building.

Jody Hart: No, I sent him the actual plans and everything and he, that's what he was supposed to be submitting. I don't know what happened to it, I know I have one because when I bought the building they gave me one.

Kevin Bailey: Is your house yellow colored, Mr. Hart? Is that your house on the screen?

Jody Hart: Yes. Then on the other side of that woodpile, just down the hill is actually where the building would be. Yeah, it's way back over there in the far corner.

Kevin Bailey: Mr. Derrel we would actually be looking at 2 variances one for the structure size and one for the location.

Derrel Smith: Yes, and it's quite a ways off the road. But we would need both.

Jody Hart: It's off the road and down the hill some so it's not super visible. You'd be able to see the roof but that's about it.

Rick Miles: We don't have a drawing of his actual building.

Derrel Smith: What you got is what was submitted with the application.

Rick Miles: Okay.

Derrel Smith: Apparently that may not be the actual building.

Jody Hart: Right here is what I have and everything and it shows where the two bay doors are going to be. Where the one standard door is going to be the height of the walls and all that. That's from the building company.

Rick Miles: Okay, so you're saying a wooden structure with a metal skin?

Jody Hart: Yes, sir. It's on concrete it'll have a 6 inch slab and everything. Like I said I was planning on parking vehicles inside of it and different yard equipment and everything to keep it out of the weather and make it look a little bit nicer.

Kevin Bailey: Mr. Chair I'd like to make a motion that we put the variance for the size of the structure and the location of the structure on the floor for a vote, please.

A motion was made by Kevin Bailey, seconded by Casey Caples, that this matter be Approved . The motion PASSED with the following vote.

Aye: 3 - Casey Caples; Kevin Bailey and Matthew Millerd

Nay: 1 - Rick Miles

[VR-25-12](#)

Variance: 2124 Carter Lane

Cuauhtemoc Espaza is requesting a variance to extend Carter Lane without curb and gutter. This property is located within the R-1, single family medium density zoning district.

Attachments: [Application](#)
 [Certified Mail](#)
 [Letter of Support](#)
 [Plat](#)

Doug Gilmore (Chair): Number two, 2124 Carter Lane, please come up and tell us your name and explain your situation.

Uriel Esparza (Proponent): Hello ladies and gentleman, my name is Uriel Esparza. I'm representing my father. We have two plots of land on Carter Lane and we are wanting to build two homes on those two plots of land. The second plot that is in the back ending in 03700, that one is missing, I believe it's 20 feet of street frontage needed. We need 68 feet and are missing 20. We're going to extend the road and we are applying to get a variance to be able to extend that road without curb and gutter. That street is a dead end.

Doug Gilmore: How much are you wanting to extend it without curb and gutter?

Jarrel Ezparza: By 20 feet.

Board: The existing road now, does it have curb and gutter on it?

Uriel Esparza: It does not.

Doug Gilmore: But you're planning on paving it?

Uriel Esparza: Yes, the same as it currently is.

Doug Gilmore: Other questions for this gentleman?

Board: Derrel, I'm curious, what do you think about this situation?

Derrel Smith (City Planner): We've done this before, especially on a road that is already substandard. It doesn't make sense to make them put in a complete road section for 20 feet, if the rest of it doesn't even meet that.

Board: I agree.

A motion was made by Kevin Bailey, seconded by Casey Caples, that this matter be Approved . The motion PASSED with the following vote.

Aye: 4 - Rick Miles; Casey Caples; Kevin Bailey and Matthew Millerd

[VR-25-13](#)

Variance: 711 Wilson Street

Salah Murshed is requesting a variance for a metal shed within the downtown development district. This property is located within the commercial mixed use district.

Attachments: [Application](#)
 [Building Elevations](#)
 [Notification Letter](#)
 [Site Plan](#)

Doug Gilmore (Chair): Alright 711 Wilson Street, please step up to the mic.

Salah Murshed (Proponent): My name is Salah Murshed and I am trying to build a metal storage building behind that house.

Doug Gilmore: Is that your lot right there?

Salah Murshed: Yes.

Doug Gilmore: Do we have a plot plan for that?

Unable to transcribe

Doug Gilmore: So, there's two residents on this piece of property already, two homes?

Salah Murshed: Yes, well, one is 711 and the other is 713.

Doug Gilmore: I understand that there is different addresses but the plot plan you've given us, shows two homes on one lot. Is that one lot?

Salah Murshed: I guess, I'm not sure how they did it.

Doug Gilmore: It seems that it is one lot, that was at some time put together in three, 25 foot wide lots. And that piece of property already has 3 buildings on it. And your purposing to put to a metal?

Salah Murshed: Yeah, just a storage building.

Doug Gilmore: From the pictures, I looked at, it looks like a little more than just a storage building, it looks like, quite a large building. So, it's 50% of the residence in front of it. That's out of code isn't it? What is it supposed to be?

Board: It's no more than 50% percent, so he meets that criteria.

Doug Gilmore: Yes, he does. Okay.

Board: Is the ordinance for the metal exterior?

Derrel Smith: Yes, he's in the redevelopment district and it requires certain materials and metal is not one of them.

Board: Okay, can I ask the residence that's there right now, what's the exterior, you got brick or siding?

Sarah Murshed: Which one?

Board: The house in front of it.

Sarah Murshed: It's siding.

Board: Just like a vinyl siding?

Salah Murshed: Yes.

Casey Caples (Board): Would you consider putting vinyl siding, that'd match the home, wait that still doesn't meet the ordinance does it? What are our options again, remind me.

Derrel Smith (City Planner): Brick, wood, or stone.

Casey Caples: Over the whole shed or?

Derrel Smith: The whole thing, yup.

Kevin Bailey (Board): To be clear, Derrel this has been re-platted, three lots into one lot?

Derrel Smith: I'm not sure it has yet. You'd have to do that also.

Kevin Bailey: He has a bigger issue, he has two houses on three different lot line and thana building that crosses another lot line. If that hadn't been re-platted then I personally don't think we need to be considering this at all. If that's not re-platted into one lot. Somebody else might have another opinion.

Derrel Smith: It has to be two.

Unable to transcribe

Rick Miles (Board): We don't have anything to indicate that this has been re-platted into one lot?

Board: I don't have any information that shows it, I'm looking at what you're looking at.

Kevin Bailey: Am I incorrect in the this needs to?

Derrel Smith: It would have to be re-platted in order for him to build.

Doug Gilmore: So, do you understand what we're saying as far as needing to get this re-platted?

Salah Murshed: No.

Doug Gilmore: Okay. So, what you will need to do is speak with a surveyor, am I clear on that? Because this area has not been re-platted into two lots, okay? That's your first problem, now the structure of the building is your second problem. I don't even know if we'll discuss what you need to do with the building because we're not going to approve you to put another structure on this property that's just all one lot. Do we have anyone here who wants to speak to this?

Melissa Baldwin (Public): Melissa Baldwin, 927 West Matthews. It seems to be a moot point right now, but if it was to pass today, it's totally out of the downtown district code. For starters I don't know if the front, where it says front is facing, Jefferson. And if it is, you can't put two garage doors there. If it's the other one facing Jefferson, you've gotta have a door and two windows and a sidewalk that goes out to the street. It's totally out of code, and the thing is, we don't need anything like this, and we don't need to bend really good rules that we have for the West End in the downtown area. So, that's all I gotta say. Thank you.

Doug Gilmore: Appreciate it. Okay, anybody got any questions?

A motion was made by Rick Miles, seconded by Matthew Millerd, that this matter be Approved. The motion FAILED with the following vote.

Nay: 4 - Rick Miles; Casey Caples; Kevin Bailey and Matthew Millerd

[VR-25-14](#)

Variance: 2240 Williamsburg Drive

Thomas McIntosh is requesting a variance for the finished side of the fence to face his house. The property is located within the R-1, single family medium density district.

Attachments: [2240 Williamsburg Drive](#)

Doug Gilmore (Chair): Okay, 2240 Williamsburg Drive.

Josh Moss (Proponent): Good afternoon, Josh Moss with Moss Fencing representing the Macintoshes. We're requesting a variance at 2240 Williamsburg Drive to face the three interior rear sides of the fence, inward toward the property. Currently, one of them is already faced in and we're just looking to be able to face the entire interior into the property for continuity. Since we've applied for this, I've actually received phone calls from the other neighbors who all seem to be perfectly fine with it. As far as we've gotten.

Doug Gilmore: Why don't you finish it good on both sides?

Josh Moss: Well, I would imagine just the additional cost and then.

Doug Gilmore: I mean if that fractional additional cost, do you need to be building the fence in the first place?

Josh Moss: That's not really for me to say, it's not my budget, I'm just a contractor.

Doug Gilmore: I understand and I understand there's trees behind it.

Josh Moss: I understand where you're coming from on it, but I would just say that I think that, you go through the process of following the protocol here to find out if we can get the approval to get the interior since the neighbors don't seem to have a problem with it and then, if that doesn't work, I guess, at that point go ahead and either fence it to the out or go ahead and finish both sides, you know, but historically somebody ends up with an unfinished portion of the fence.

Doug Gilmore: And shadow box is out of the question?

Josh Moss: For this, yeah. For what they're wanting, which is just a standard,

solid privacy fence. So, like I said, I've got voice mails and I did talk with at least two of the neighbors myself that were perfectly fine with it. We had already started this process so I didn't feel like, going back and meeting with them to get letters to put with the permit, and then, I know the neighbor that, the neighbor I didn't hear from, I wasn't told myself but told the client they were okay with it as well. I think the big factor here is nobody is being asked to share the cost of it. So, they're kind of okay with it. And again most of the time, somebody ends up with the unfinished side on the majority of fencing anyway. Casey Caples: You're replacing this fence is that correct?

Josh Moss: We're replacing it, yes. And so the entire thing will be replaced as is except for those two sides. The rear side and the east side would be turned in to the homeowner.

Doug Gilmore: The reason they have the good side on both sides of them is because the neighbors built it but the good side toward them. They don't want to return the favor on the back.

Josh Moss: If they did it correctly when they first built it, you're correct that's how it would lay out. I have no idea who built what fence when.

Doug Gilmore: But that's probably what happened.

Josh Moss: Most likely. What I always tell people in this situation is, go talk to your neighbors see what they have to say about it. Now a days many neighbors don't socialize so they don't know each other. So we send out the variance application, I always put my phone number on there. That way, if they have any questions they can actually call and talk with me. Like I said, in this instance, I've got the rear neighbor and one-side neighbor who did call. They said that they were perfectly fine with, it made sense to them, since they weren't pay for it that the homeowner footing the bill would get what they wanted out of it. That's not always the case but just so happens to be this time.

Rick Miles (Board): Josh how much of this fence has been put up or have you taken any of it down?

Josh Moss: The entire fence is up except for some sections that fell down during the storm whatever it was a month and a half ago or so. This is an existing fence. I'm going to guess it's about 15 to 18 years old, still standing. We haven't touched it.

Rick Miles: What your saying is you're going to remove all of this.

Josh Moss: Remove the existing fence put up a new fence, all the way around.

Rick Miles: The only change is they want the finish to the inside to them.

Josh Moss: Correct they wanted the continuity of all three sides inside the rear yard facing them. Right now they have one side facing them and two sides not facing them.

Doug Gilmore: I didn't realize that, so you're replacing all three sides?

Josh Moss: Correct. Brand new fence, entire property and they want it all towards them. And like I said none of the neighbors seem to have an issue with it. Anything that faces the street will be finished of course.

Board: It's strictly cosmetic?

Josh Moss: Absolutely they want to see what they want to see, it seems to be the standard, you know, 10 out of 9 people feel like they're paying for it and they should get to make the choice. I'm usually the first guy that schools them on the fact that, that's not the case. Most people don't even know they have to have a permit or any of this. So, once we hit this, here we are in front of you gentlemen and done everything we're supposed to do. No opposition from anybody that lives there.

Casey Caples (Board): If you think about this way, you want continuity throughout 2240 Williamsburg but you turn that fence around, now the two neighbors on the side, they've got mixed match fences.

Josh Moss: Actually, in this one particular instance, both neighbors on the side because of the timeline currently have framework on their rear and on their outside and then a finished side on their inside. So, this time it will make all three people have continuity, but I know what you're saying because you're right. Typically that's the case, but I mean, most yards I go back in the backyard of everybody's got pieces of fences.

Doug Gilmore: If you're facing a ditch, or some undeveloped property that may never be developed, I could understand putting a good fence in the back toward the home, and that's an exception.

Kevin Bailey (Board): For clarification, and Monica's pulled p the fencing ordinance and she's going to show that on the screen. But there is a statement there in section three, that situations when the owner of the lot adjacent to the fence gives written permission for a plan for placing support posts on the outside of the fence.

Josh Moss: Right, and I was going to go that route. I've had a lot going on. I was busy, we had already started the process of applying for the variance and so, because we already started I told Monica, I think I can go get these letters right now based on the conversations I've had but we're already into it here. I just felt that I'd come up here and get this done this way.

A motion was made by Casey Caples, seconded by Kevin Bailey, that this matter be Approved . The motion FAILED with the following vote.

Nay: 4 - Rick Miles;Casey Caples;Kevin Bailey and Matthew Millerd

5. Staff Comments

6. Adjournment



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: VR-25-15

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Board of Zoning Adjustments

File Type: Variances

Variance: 1100 E. Craighead Forest Rd

Naga Nandipati is requesting a variance for installation of an 8-foot-tall fence. The property is in the R-3, multifamily high-density district.



Zoning Appeals Process

Application Requesting Variance & Nonconforming Use Change Requests

Owner: Naga Nandipati

Address: 1100 E Crighead forest rd,
Jonesboro, AR, 72404

Phone: 720-709-8262

Email: naga0101@gmail.com

Signature: _____

Applicant: Naga Nandipati

Address: 1100 E Crighead forest rd,
Jonesboro, AR, 72404

Phone: 720-709-8262

Email: naga0101@gmail.com

Signature: _____

Description of Requested Variance:

Requesting approval for 8-foot fence

Circumstances Necessitating Variance Request:

Due to the significant downward slope of the area where the fence will be built, a
standard 6-foot fence would be insufficient in providing the necessary privacy and
security for residence.

General Submittal Information:

- Submit a narrative letter explaining your request along with seven (7) copies of an accurate site plan drawn at a scale that clearly illustrates the requested use, the subject property, and the surrounding properties, streets and easements, etc.
- Provide confirmation receipts to our office that adjoining owners of all properties have been notified.

Office Use Only

Case Number: _____ Date Submitted: _____

BZA Deadline: _____ BZA Meeting Date: _____

Naga Phanindra Babu Nandipati 1100 E Craighead Forest Road Jonesboro, Arkansas 72404.

Phone: 720-709-8262

Email: naga0101@gmail.com

[Date] 5/1/2025

City of Jonesboro Planning & Zoning Department Attn: Variance Review Board 300 S.
Church St. Jonesboro, AR 72401

Subject: Request for Variance – Fence Height Regulation

Dear Planning & Zoning Department,

I am writing to formally request a **variance** for my property located at **1100 E Craighead Forest Road, Jonesboro, Arkansas 72404**. Due to the **significant downward slope** of the area where my fence will be built, a **standard 6-foot fence** would be insufficient in providing the necessary **privacy** and security for my residence.

Without the requested **8-foot fence**, the lower elevation of my property would allow direct visibility from the road, greatly diminishing my ability to maintain privacy. A taller fence is essential to ensure adequate screening from passersby and to preserve the intended security and seclusion of my home.

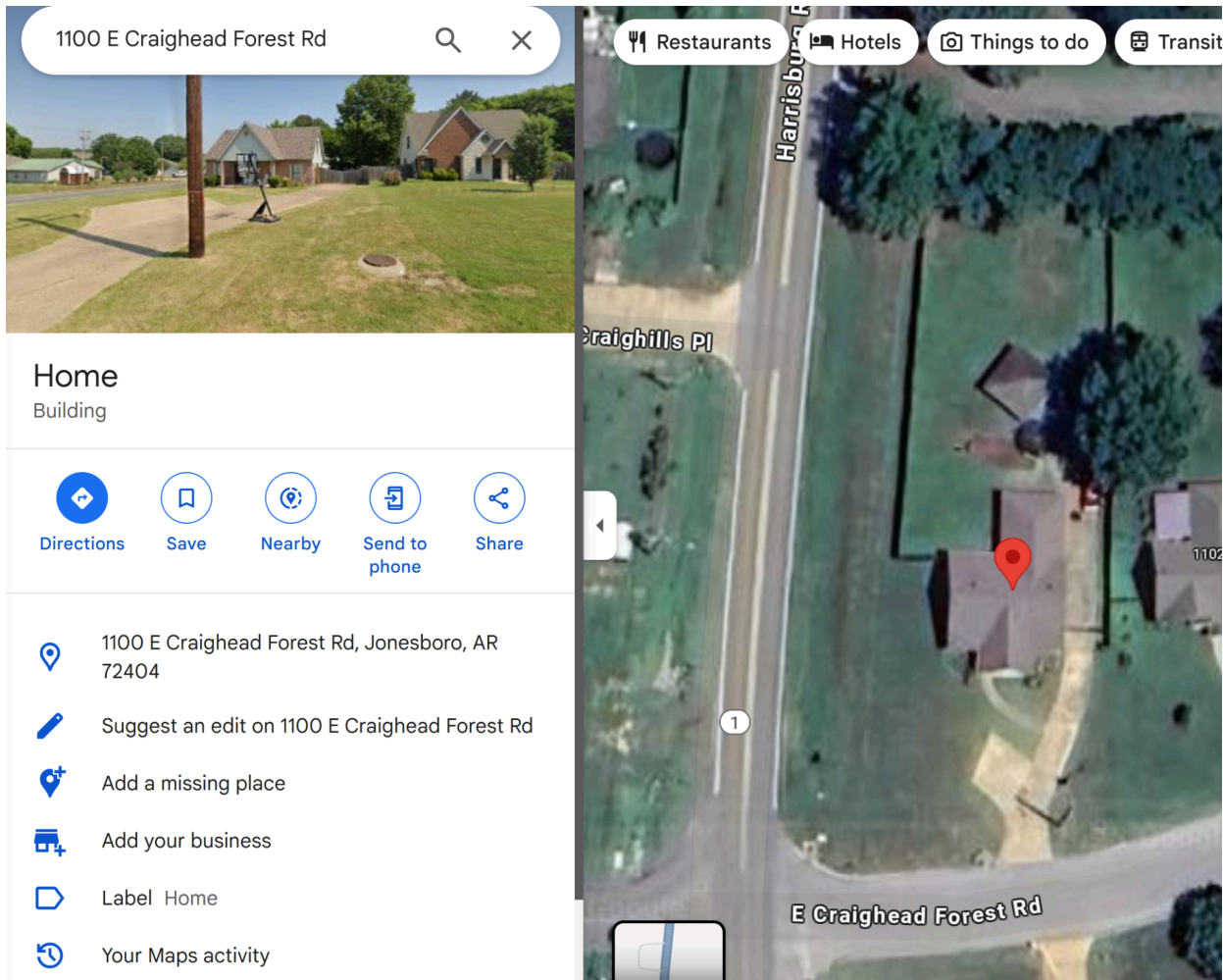
Enclosed, I have included a **fence plan and supporting documentation** demonstrating the need for this variance. I sincerely appreciate your time in reviewing this request and would be happy to discuss my case further or provide any additional information as needed.

Thank you for your consideration. I look forward to your response.

Sincerely, **Naga Phanindra Babu Nandipati**

Constructing a new fence by removing the old fence.

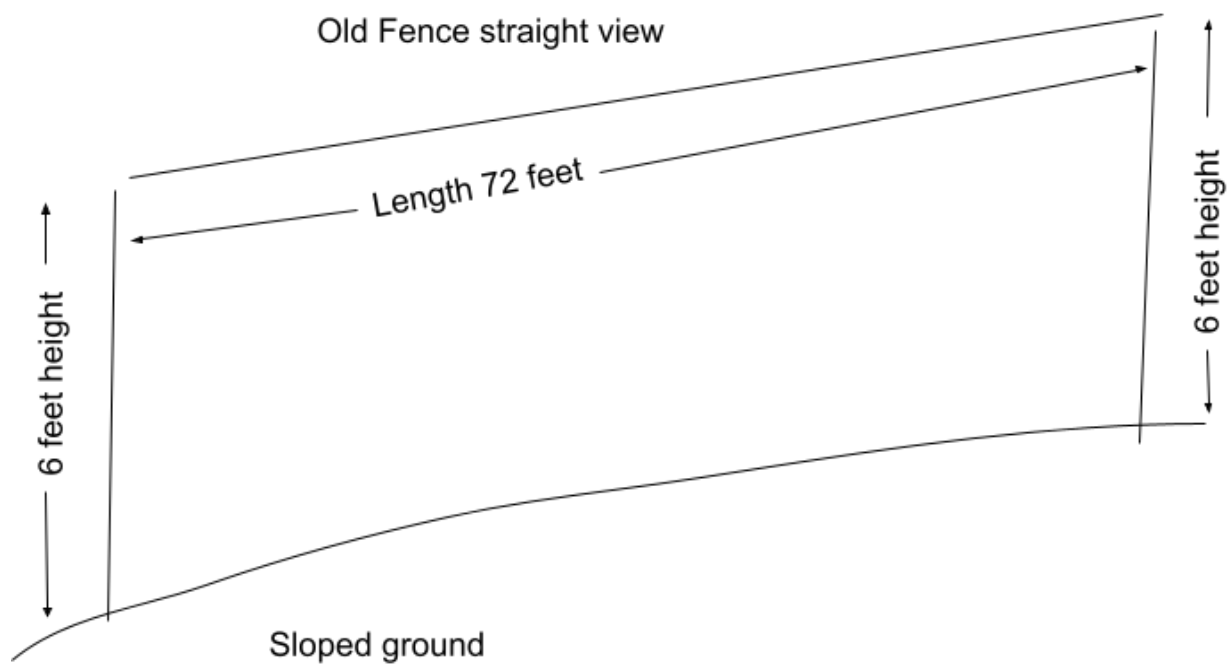
Address:1100 E Craighead Forest Rd, Jonesboro, AR 72404

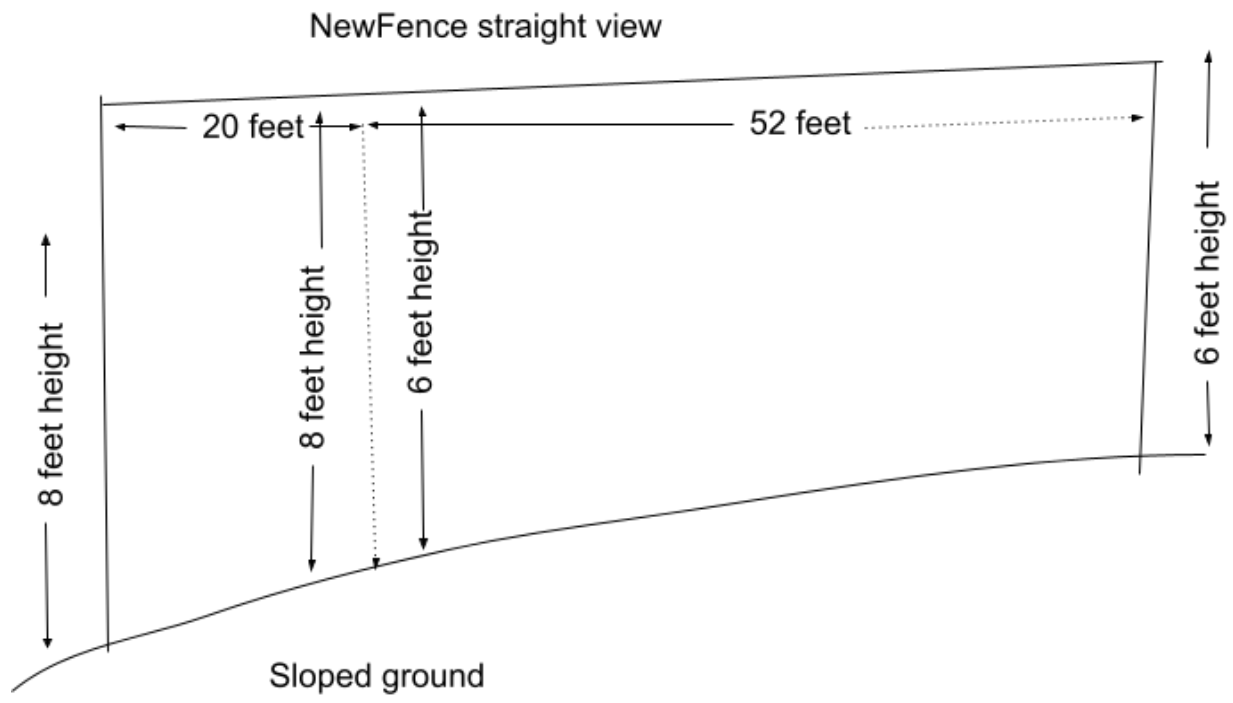


Old fence will be replaced with new fence on the backside of the house



- ❖ The total length of the fence is 72 ft
- ❖ The existing old fence height is 6 ft
- ❖ The new construction fence will be 8 feet height on the first 20 ft and 6 ft height on the next 52 feet because
 - It has a slope. To make the fence look even and match the fence which is on the left side of the house.
 - The left side of the house fence height is 8 ft.





9589 0710 5270 0120 6965 3169 20

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

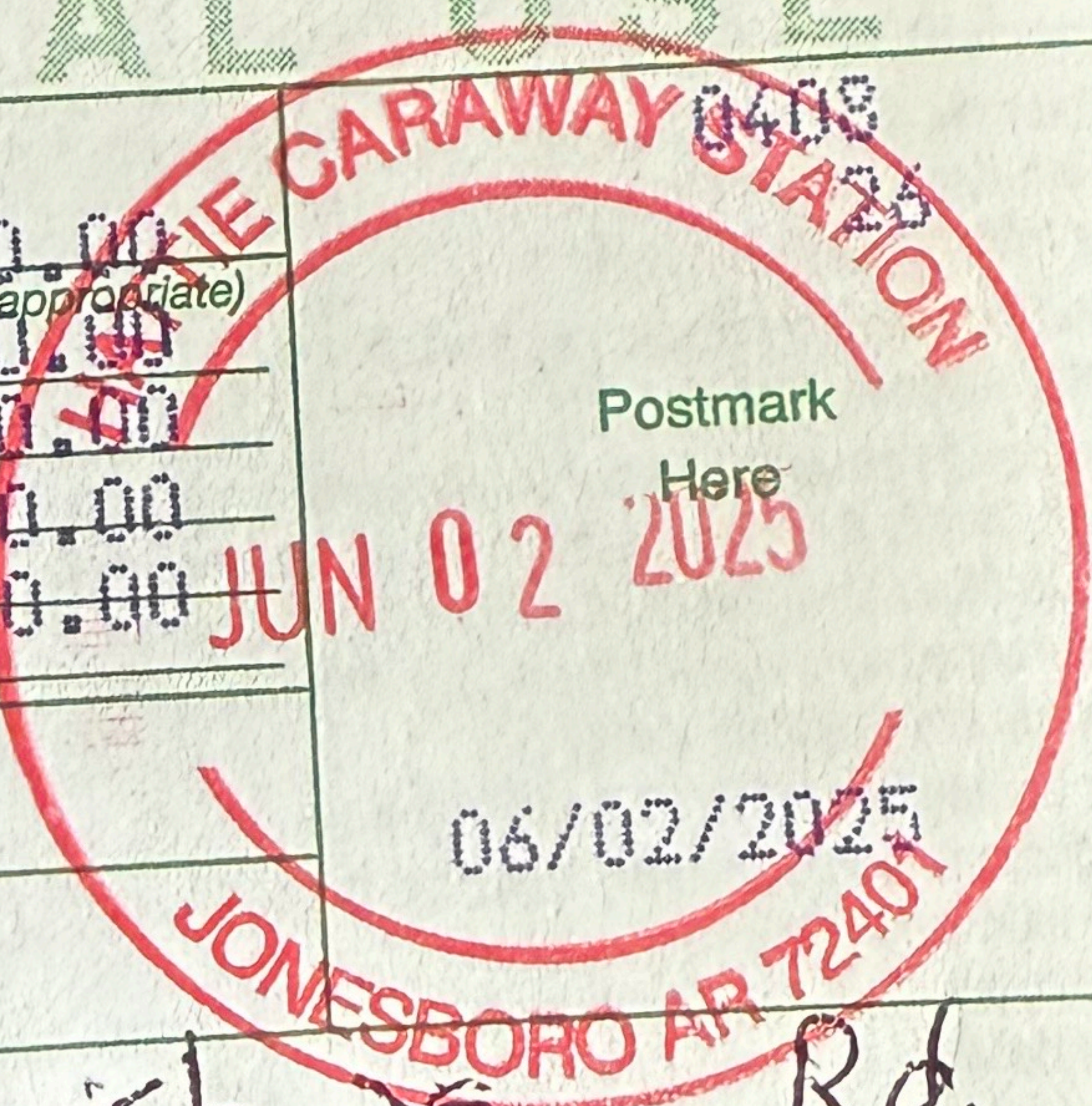
Jonesboro, AR 72404

Certified Mail Fee	\$4.85
\$	
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$ \$0.00 \$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$ \$0.00 \$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ \$0.00 \$0.00
<input type="checkbox"/> Adult Signature Required	\$ \$0.00 \$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ \$0.00 \$0.00

Postage \$0.73

Total Postage and Fees \$5.58

Sent To 46014 Hazzard St Rd.
Street and Apt. No., or PO Box No.
Jonesboro Ar, 72404
City, State, ZIP+4®



9569 0710 5270 2985 3169 37

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

Certified Mail Fee	\$4.85
\$	\$0.00
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postage \$0.73

\$
Total Postage and Fees
\$5.58

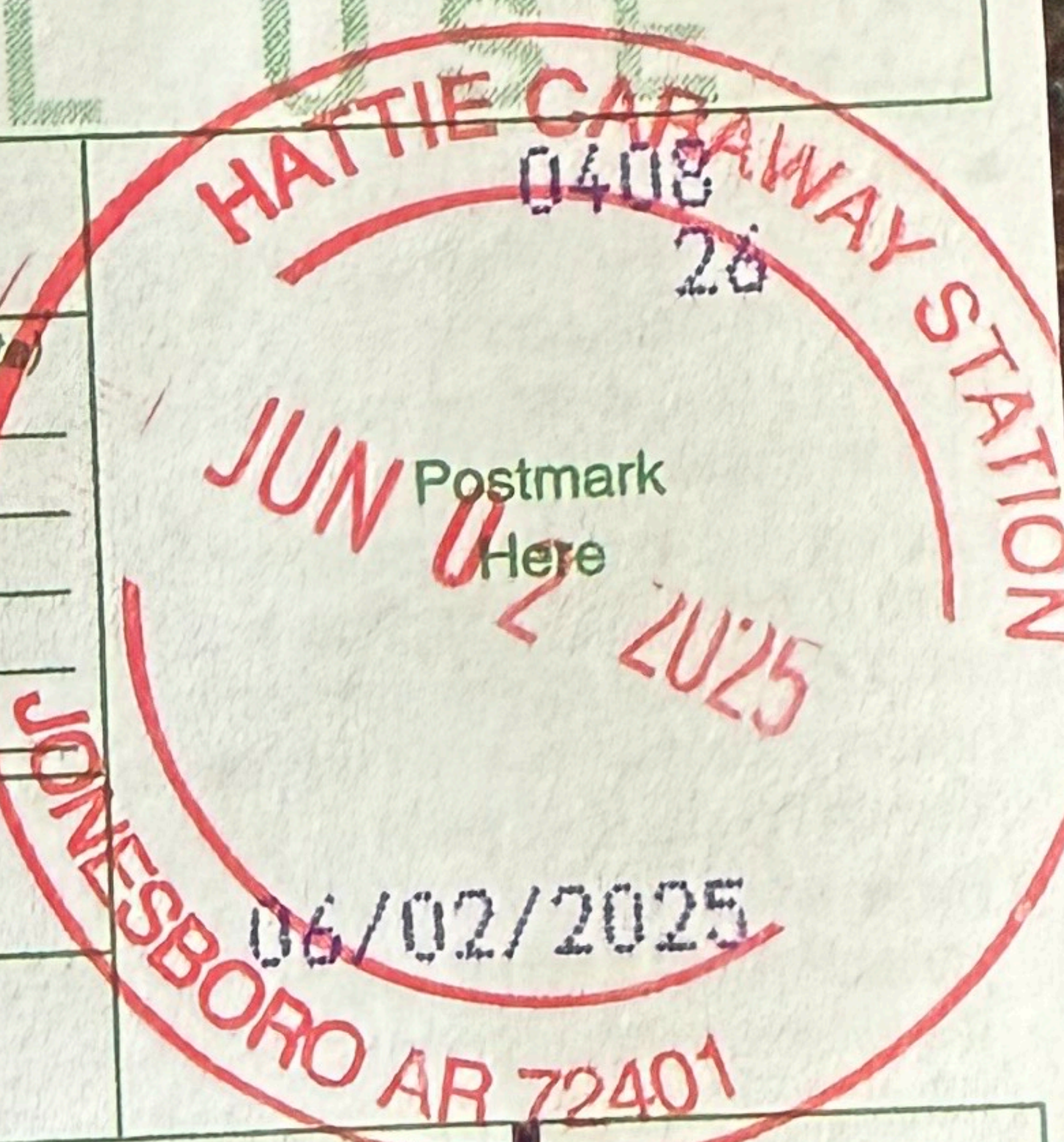
Sent To

Street and Apt. No., or PO Box No.

City, State, ZIP+4®

PS Form 3800, January 2023 PSN 7530-02-000-9047

See Reverse for Instructions





City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: VR-25-16

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Board of Zoning Adjustments

File Type: Variances



Variance: 1625 W. Parker Rd

Ozark Civil Engineering Inc. is requesting a variance waive the requirement for joint/cross access to the properties located to the south and east. The property is in the C-3, general commercial district.



Zoning Appeals Process

Application Requesting Variance & Nonconforming Use Change Requests

Owner: <u>Brandon Adams</u>	Applicant: <u>Todd Butler/Ozark Civil Engineering, Inc.</u>
Address: <u>824 Salem Rd., Suite 210 Conway, AR 72034</u>	Address: <u>3214 N.W. Avignon Way, Suite 4 Bentonville, AR 72712</u>
Phone: <u>(501) 932-0050</u>	Phone: <u>(479) 464-8850</u>
Email: <u>wes@rhcm.com</u>	Email: <u>tbutler@ozarkcivil.com</u>
Signature: <u></u>	Signature: <u></u>

Description of Requested Variance:

Variance for Joint/Cross Access to the properties located to the south
and east of the proposed Reliance Health Facility site.

Circumstances Necessitating Variance Request:

Reliance Health Facility believes that requiring Joint/Cross Access to the existing sub-
division and adjacent properties to the south and east of the site would cause undue hardship
due to the significant elevation change between the Reliance site and the adjacent properties.
Furthermore, there is lack of available connection points to the existing subdivision.

General Submittal Information:

- Submit a narrative letter explaining your request along with seven (7) copies of an accurate site plan drawn at a scale that clearly illustrates the requested use, the subject property, and the surrounding properties, streets and easements, etc.
- Provide confirmation receipts to our office that adjoining owners of all properties have been notified.

Office Use Only

Case Number: _____ Date Submitted: _____

BZA Deadline: _____ BZA Meeting Date: _____

Planning & Zoning Department - 300 S. Church St., Jonesboro, AR 72401 - (870) 932-0406 Office - (870) 336-3036 Fax



3214 N.W. Avignon Way, Suite 4 ♦ Bentonville, AR 72712
479-464-8850 telephone ♦ 479-464-9040 fax

May 28, 2025

Mr. Derrel Smith
Planning Director
City of Jonesboro
300 South Church Street
Jonesboro, AR 72401

RE: Variance Request-Joint/Cross Access
Reliance Health Facility
1625 W. Parker Road
Jonesboro, AR

Dear Mr. Smith,

On behalf of the Reliance Health Facility, we respectfully request a variance be granted for Joint/Cross Access to the properties located to the South and East of the Reliance site be considered.

Per the City's code: Traffic Access Policy Chapter 2.5 Joint/Cross Access-all parking lots for commercial properties shall have at least one vehicular connection to all adjacent properties. 2.6 Stubs-outs and other design features shall be required to make it visually obvious that the abutting properties may be tied into, to provide cross-access via a service drive.

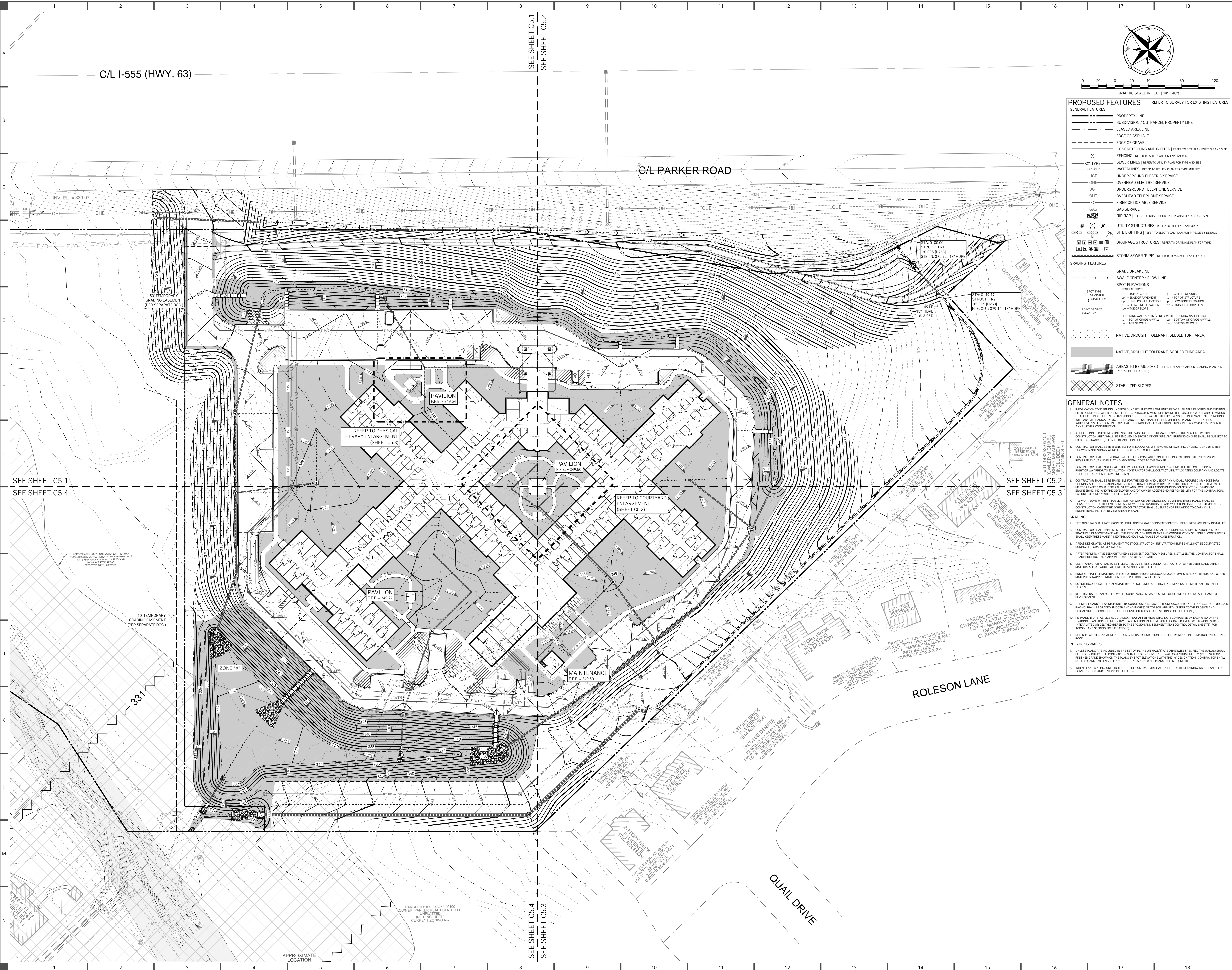
Reliance Health Facility believes that requiring Joint/Cross Access to the existing subdivision and adjacent properties to the South and East of the site would cause undue hardship, due to circumstances unique to this development.

There is a significant elevation change between the Reliance Health Facility and the existing subdivision and adjacent properties. There is also a lack of available connection points to the existing subdivision.

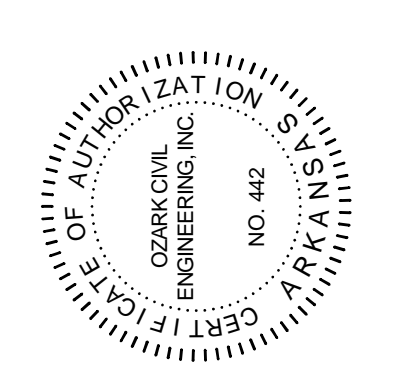
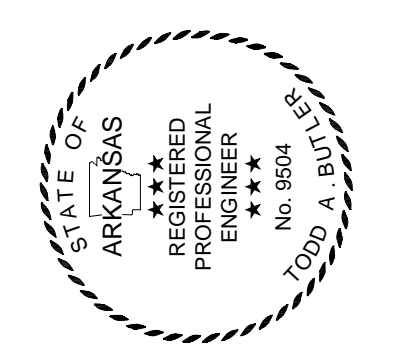
We appreciate your consideration in this matter and should you have any questions or require additional information, please contact me.

Respectfully submitted,

Todd A. Butler, PE
Ozark Civil Engineering, Inc.



Know what's **below.**
Call before you dig.

[illegible]

GRADING PLAN
OVERALL INDEX SHEET

DRAWN BY:	JON
JOB Nº	24-1444
DRAWING ISSUE	
PERMITTING	04/30/2025

C5.0



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: VR-25-17

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Board of Zoning Adjustments

File Type: Variances

Variance: 4009 Covington Dr

Jeffrey Madden is requesting a variance to increase fence height to 7 feet along the southwest side yard and replace pickets with the smooth side facing towards the owner's yard. The property is in the R-1, single family medium-density district.



Zoning Appeals Process

Application Requesting Variance & Nonconforming Use Change Requests

Owner: Jeffrey D. Madden Applicant: Jeffrey D. Madden

Address: 4009 Covington Drive Jonesboro 72404 Address: _____

Phone: 870-974-3839 Phone: _____

Email: maddenjeff@sbcglobal.net Email: _____

Signature:  Signature: _____

Description of Requested Variance:

1. Increase fence height to 7' along SW side yard.

2. Replace pickets in existing orientation with smooth side toward owner's yard on the same SW property line.

Circumstances Necessitating Variance Request:

1. Owner house is at the bottom of a hill. Most neighbors are at a higher elevation. Adjoining property has a back deck that overlooks my yard. Neighbor requested increased height for mutual privacy.

2. Original fence was built with pickets on owner's yard side. Project is to replace pickets only... not posts or 2x4's.

General Submittal Information:

- Submit a narrative letter explaining your request along with seven (7) copies of an accurate site plan drawn at a scale that clearly illustrates the requested use, the subject property, and the surrounding properties, streets and easements, etc.
- Provide confirmation receipts to our office that adjoining owners of all properties have been notified.

Office Use Only

Case Number: _____ Date Submitted: _____

BZA Deadline: _____ BZA Meeting Date: _____

May 30, 2025

Board of Zoning Adjustments
City of Jonesboro

Gentlemen:

While replacing fence pickets at my residence 4009 Covington Drive in Jonesboro, my neighbors Wayne and Edna Heidleberg requested that I increase the fence height for mutual privacy. As my yard is at a lower elevation than most neighbors, a six foot fence is inadequate to provide privacy around my often used swimming pool and backyard. A previously approved variance allowed me to increase the height of the back fence up to 12 ft. I am requesting to increase the height of the SW fence to seven feet. In addition, the original fence was installed with the smooth side of the panels facing my yard. Inspecting the construction reveals that both adjoining neighbors had previously attached to this fence line. I had hoped to merely replace fence pickets in the original orientation rather than a complete reconstruction moving the smooth side to my neighbor's yard. Please consider these variance requests.

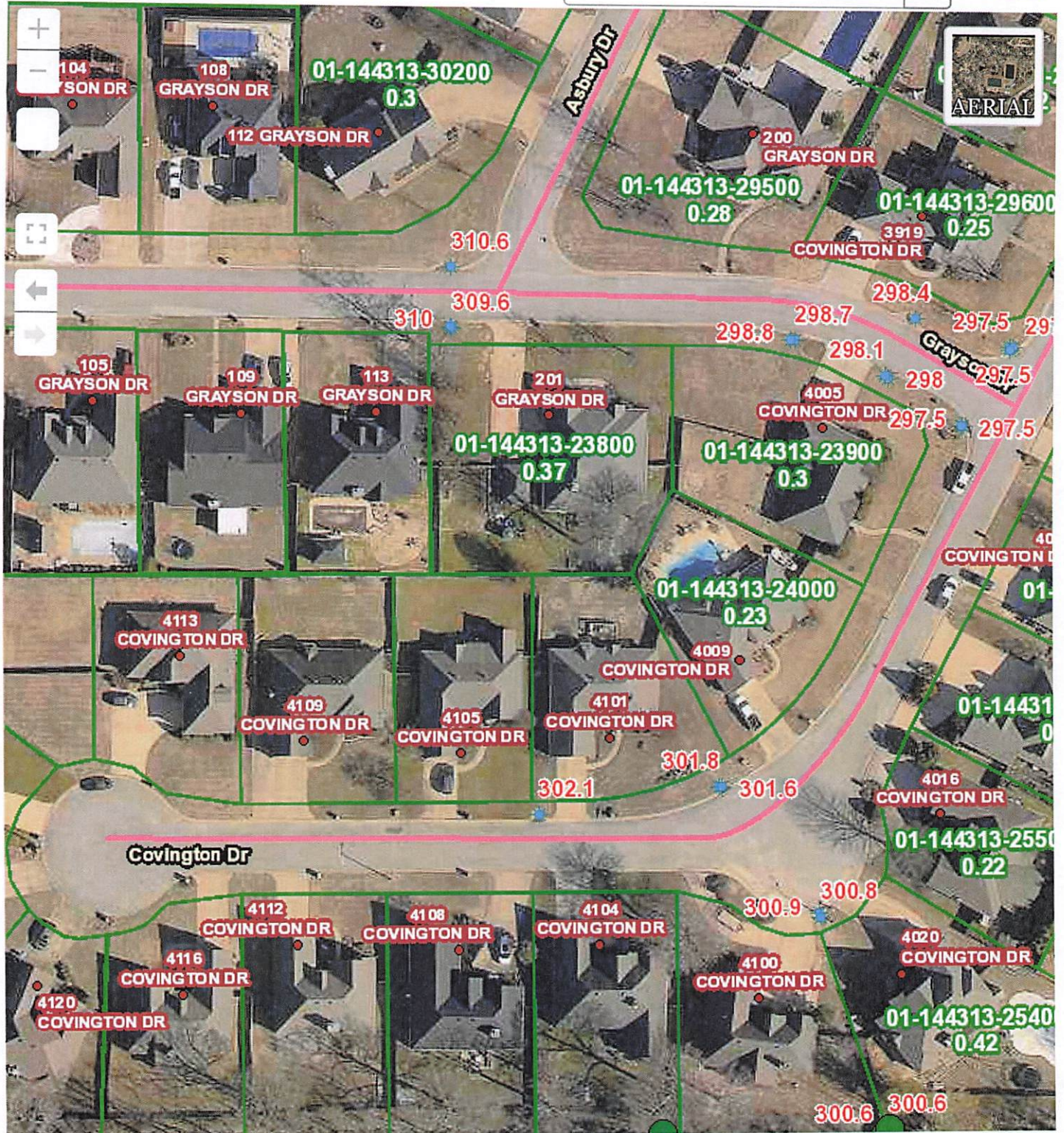
Should you require further information relating to this variance request, please advise. My contact information is as follows: 870-268-8265 Home, 870-974-3839 Mobile. Email address is maddenjeff@sbcglobal.net.

Thank you,



Jeffrey D. Madden

cc: Monica Pearcy, Planner



100ft

35.793 -90.712 Degrees

1:1,128



Zoning Appeals Process

BZA ADJOINING PROPERTY OWNER NOTIFICATION

The Board of Zoning Adjustment, City of Jonesboro, Arkansas, will hold a public hearing at the City of Jonesboro Municipal Center, 300 S. Church St., Council Chambers, 1st Floor, Jonesboro, Arkansas, on:

TUESDAY, June 17th, 2025 AT 1:30 P.M.

One item on the agenda for this meeting is a request to the Board to approve a variance to the zoning ordinance concerning property that is adjacent to your property. You have the opportunity to attend this meeting to voice your approval or disapproval if you wish. If you have information that you feel should be taken into consideration before a decision is rendered, you are encouraged to submit such information to the Board. If the Board renders a decision you feel is unfair or unjust, you may appeal the decision to Circuit Court.

VARIANCE REQUESTED BY: Jeff Madden

DATE: May 30, 2025

SUBJECT PROPERTY ADDRESS: 4009 Covington Drive Jonesboro, AR 72404

DESCRIPTION OF VARIANCE REQUESTED:

1. Increase fence height to 7' along SW side yard
2. Replace fence pickets in existing orientation with smooth side toward owner's yard on the same SW property line.

In affixing my signature below, I am acknowledging my understanding of this request for an appeal or variance. I further understand that my signature only indicates my receipt of notification of the request for an appeal or variance and does not imply an approval by me or the proposed variance or appeal, unless so written by me to the Board.

John Miller

Printed Name of Property Adjacent Owner

201 Grayson Dr.

Address

John Miller 5-30-25

(Signature)

Date

870-351-5512

Phone

If you would like to obtain additional information, or voice an opinion regarding this request, you may do so by contacting the Planning Department, at 300 S. Church St., or by calling 870-932-0406, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.



Zoning Appeals Process

BZA ADJOINING PROPERTY OWNER NOTIFICATION

The Board of Zoning Adjustment, City of Jonesboro, Arkansas, will hold a public hearing at the City of Jonesboro Municipal Center, 300 S. Church St., Council Chambers, 1st Floor, Jonesboro, Arkansas, on:

TUESDAY, June 17th, 2025 AT 1:30 P.M.

One item on the agenda for this meeting is a request to the Board to approve a variance to the zoning ordinance concerning property that is adjacent to your property. You have the opportunity to attend this meeting to voice your approval or disapproval if you wish. If you have information that you feel should be taken into consideration before a decision is rendered, you are encouraged to submit such information to the Board. If the Board renders a decision you feel is unfair or unjust, you may appeal the decision to Circuit Court.

VARIANCE REQUESTED BY: Jeff Madden

DATE: May 30, 2025

SUBJECT PROPERTY ADDRESS: 4009 Covington Drive Jonesboro, AR 72404

DESCRIPTION OF VARIANCE REQUESTED:

1. Increase fence height to 7' along SW side yard
2. Replace fence pickets in existing orientation with smooth side toward owner's yard on the same SW property line.

In affixing my signature below, I am acknowledging my understanding of this request for an appeal or variance. I further understand that my signature only indicates my receipt of notification of the request for an appeal or variance and does not imply an approval by me or the proposed variance or appeal, unless so written by me to the Board.

MORRIS W HEIDELBERG

Printed Name of Property Adjacent Owner

4101 Covington Drive

Address

Morris W Heidelberg

(Signature)

5-30-25

Date

(870) 926-0077

Phone

If you would like to obtain additional information, or voice an opinion regarding this request, you may do so by contacting the Planning Department, at 300 S. Church St., or by calling 870-932-0406, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.



Zoning Appeals Process

BZA ADJOINING PROPERTY OWNER NOTIFICATION

The Board of Zoning Adjustment, City of Jonesboro, Arkansas, will hold a public hearing at the City of Jonesboro Municipal Center, 300 S. Church St., Council Chambers, 1st Floor, Jonesboro, Arkansas, on:

TUESDAY, June 17th, 2025 AT 1:30 P.M.

One item on the agenda for this meeting is a request to the Board to approve a variance to the zoning ordinance concerning property that is adjacent to your property. You have the opportunity to attend this meeting to voice your approval or disapproval if you wish. If you have information that you feel should be taken into consideration before a decision is rendered, you are encouraged to submit such information to the Board. If the Board renders a decision you feel is unfair or unjust, you may appeal the decision to Circuit Court.

VARIANCE REQUESTED BY: Jeff Madden

DATE: May 30, 2025

SUBJECT PROPERTY ADDRESS: 4009 Covington Drive Jonesboro, AR 72404

DESCRIPTION OF VARIANCE REQUESTED:

1. Increase fence height to 7' along SW side yard
2. Replace fence pickets in existing orientation with smooth side toward owner's yard on the same SW property line.

In affixing my signature below, I am acknowledging my understanding of this request for an appeal or variance. I further understand that my signature only indicates my receipt of notification of the request for an appeal or variance and does not imply an approval by me or the proposed variance or appeal, unless so written by me to the Board.

John Miller

Printed Name of Property Adjacent Owner

201 Grayson Dr.

Address

John Miller 5-30-25

(Signature)

Date

870-351-5512

Phone

If you would like to obtain additional information, or voice an opinion regarding this request, you may do so by contacting the Planning Department, at 300 S. Church St., or by calling 870-932-0406, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.



Zoning Appeals Process

BZA ADJOINING PROPERTY OWNER NOTIFICATION

The Board of Zoning Adjustment, City of Jonesboro, Arkansas, will hold a public hearing at the City of Jonesboro Municipal Center, 300 S. Church St., Council Chambers, 1st Floor, Jonesboro, Arkansas, on:

TUESDAY, June 17th, 2025 AT 1:30 P.M.

One item on the agenda for this meeting is a request to the Board to approve a variance to the zoning ordinance concerning property that is adjacent to your property. You have the opportunity to attend this meeting to voice your approval or disapproval if you wish. If you have information that you feel should be taken into consideration before a decision is rendered, you are encouraged to submit such information to the Board. If the Board renders a decision you feel is unfair or unjust, you may appeal the decision to Circuit Court.

VARIANCE REQUESTED BY: Jeff Madden

DATE: May 30, 2025

SUBJECT PROPERTY ADDRESS: 4009 Covington Drive Jonesboro, AR 72404

DESCRIPTION OF VARIANCE REQUESTED:

1. Increase fence height to 7' along SW side yard
2. Replace fence pickets in existing orientation with smooth side toward owner's yard on the same SW property line.

In affixing my signature below, I am acknowledging my understanding of this request for an appeal or variance. I further understand that my signature only indicates my receipt of notification of the request for an appeal or variance and does not imply an approval by me or the proposed variance or appeal, unless so written by me to the Board.

MORRIS W HEIDELBERG

Printed Name of Property Adjacent Owner

4101 Covington Drive

Address

Morris W Heidelberg

(Signature)

5-30-25

Date

(870) 926-0077

Phone

If you would like to obtain additional information, or voice an opinion regarding this request, you may do so by contacting the Planning Department, at 300 S. Church St., or by calling 870-932-0406, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

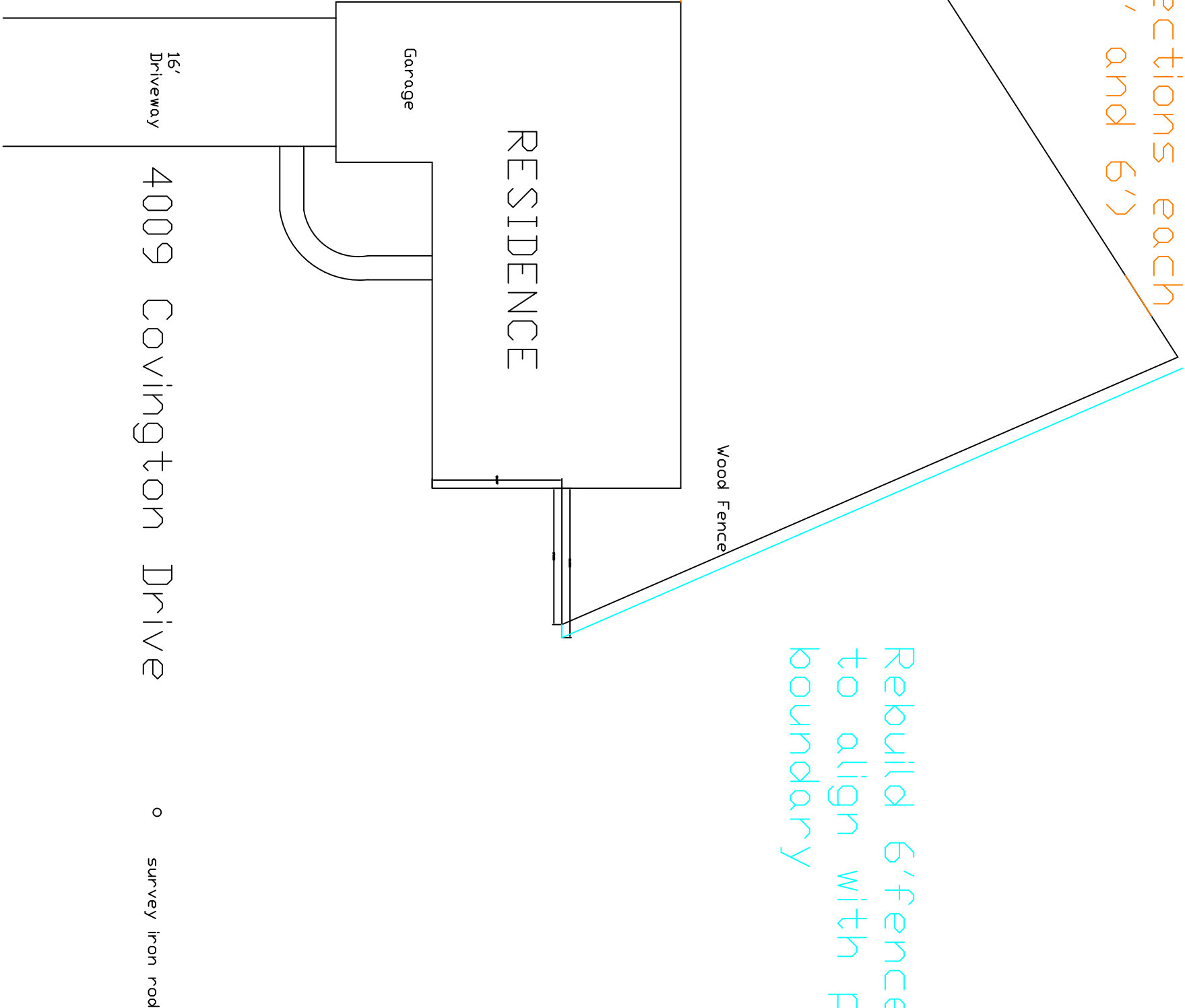
Existing permitted
11' fence.

New 7' sections each
end (2.5' and 6')

New 7' pickets 28.5'

New 6' pickets 7.75'

Rebuild 6' fence 84'
to align with property
boundary



- 1. Need to permit pickets as previously placed per drawing.
- 2. Need to permit 6' fence rebuild to match property line.



PLANNING & ZONING DEPARTMENT



307 Vine Street
Jonesboro, AR 72401
(870) 932-0406 Voice
(870) 336-3036 Fax
www.jonesboro.org

May 10, 2010

Jeff Madden
4009 Covington Dr.
Jonesboro, AR 72401

Re: 4009 Covington Dr., Jonesboro, AR
VR-10-09

Dear Mr. Madden:

The property at 4009 Covington Dr. was approved for a Variance during the April 20, 2010, Board of Zoning Adjustment meeting. The approval was given to extend the height of the fence from the allowed 6' to 12' in the rear yard of abutting lands.

If you require any additional information, please advise us at your convenience.

Sincerely,

Thomas K. White, Jr.
Assistant Planner
City Jonesboro, AR



City of Jonesboro

300 S. Church Street
Jonesboro, AR 72401

Text File

File Number: VR-25-18

Agenda Date:

Version: 1

Status: To Be Introduced

In Control: Board of Zoning Adjustments

File Type: Variances

Variance: 3119 Rook Rd

Kenneth O'Connell is requesting a variance to allow use of a chat area adjacent to the existing parking lot. The property is in the C-3, general commercial district.



Zoning Appeals Process

Application Requesting Variance & Nonconforming Use Change Requests

Owner: Sanctuary Church of Jonesboro, Inc Applicant: Kenneth O'Connell
Address: 3119 Rook Road Address: _____
Phone: (870) 253-5433 Phone: (870) 253-9700
Email: laurenzcurtis@gmail.com Email: kdoconnell@outlook.com
Signature: [Signature] Signature: [Signature]

Description of Requested Variance:

Sanctuary Church is requesting a variance to allow the use of a chat-covered area adjacent to our existing parking lot for church events and gathering space. This area is not used for regular vehicle parking.

Circumstances Necessitating Variance Request:

This area was improved with chat to serve as an outdoor gathering space for community and church events, including an area for tents, bounce houses, etc. Installing a permanent paved surface would present an unnecessary financial burden for a non-parking use that poses no safety or environmental concern.

General Submittal Information:

- Submit a narrative letter explaining your request along with seven (7) copies of an accurate site plan drawn at a scale that clearly illustrates the requested use, the subject property, and the surrounding properties, streets and easements, etc.
- Provide confirmation receipts to our office that adjoining owners of all properties have been notified.

Office Use Only

Case Number: _____ Date Submitted: _____

BZA Deadline: _____ BZA Meeting Date: _____

Narrative Letter for Zoning Variance Request

Submitted by: Sanctuary Church of Jonesboro, Inc.

To Whom It May Concern,

Sanctuary Church of Jonesboro respectfully requests a variance allowing continued use of a chat-covered area located on our property at 3119 Rook Road for limited outdoor ministry and community activities. This space, which lies near the center of our multi-acre property and is not adjacent to public roadways, has been improved with a chat surface to provide a firm and stable area for outdoor use.

Our church exists to serve the people of Jonesboro. Our mission is simple: "We are a safe haven for all people. Together, we show kindness, preach truth, and grow in God." As part of fulfilling that mission, we occasionally host outdoor cookouts, children's services, and community events such as Trunk or Treat. These activities are infrequent, only a few times each year, but are deeply impactful to our congregation and surrounding neighbors. The outdoor setting helps create a welcoming and accessible environment for guests who may not feel comfortable stepping inside a church building initially.

This space is not used as a regular parking area. Rather, the chat was installed solely to provide a more stable foundation for these occasional gatherings, as the ground in that area tends to stay soft and muddy, which limits its usability and poses a safety concern. The surface enables us to facilitate events safely without investing in costly paving for a space that is only used a few times per year. Because city zoning appears to restrict chat surfacing that might be considered "parking," we are seeking this variance out of an abundance of caution.

We have received no complaints from adjoining neighbors regarding this use, and the space is far from any road, with trees, fences, and open space shielding it from residential view. If this variance were denied, it would significantly limit our ability to hold community-oriented events that align with our mission to serve and connect with the people of Jonesboro. Further, we are beginning construction on a new facility within two years. The next phase will include concrete, paved areas for dry event spaces. Any area that is paved now will almost immediately need to be torn out when we begin construction. The current chat is a temporary solution with a permanent remedy within two years.

We respectfully ask the board to approve this variance so that we may continue to use this space to bless our community in a safe, responsible, and minimally disruptive way.

Sincerely,

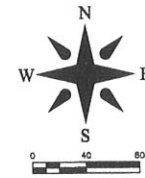
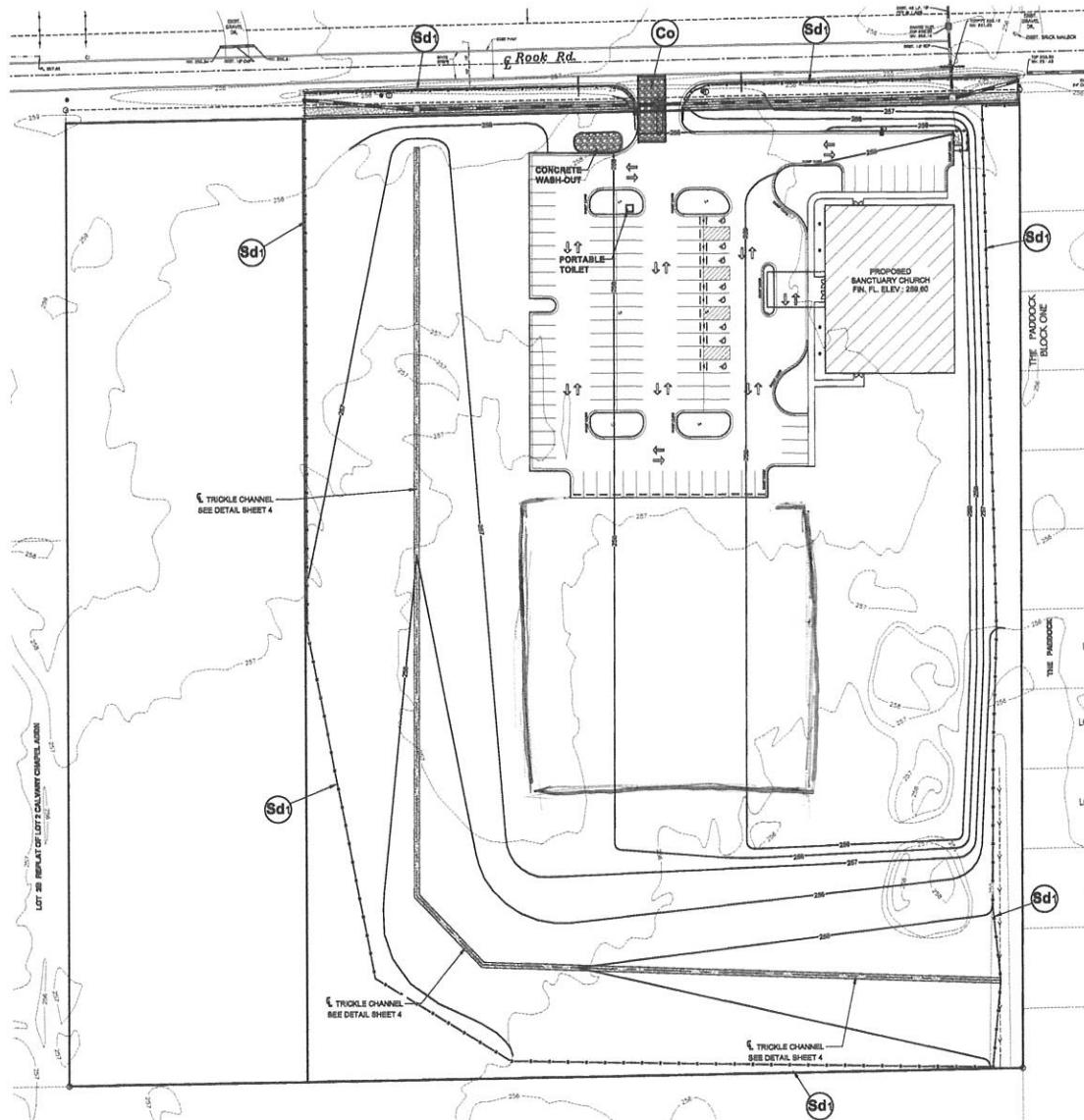


Sanctuary Church of Jonesboro, Inc.

Kenneth O'Connell

(870) 253-9700

current site plan



811
Know what's below.
Call before you dig.

SOIL EROSION & CONTROL PLAN ROCK ROAD JONESBORO, ARKANSAS FOR SANCTUARY CHURCH				ENGINEERS PLANNERS SURVEYORS	Scale 1"=40'	Job No. 118127	Sheet 8 of 10
Civilogic 253 Southmain Dr., Jonesboro, AR 72403-7600 www.civilogic.com				Project Proposed Sanctuary Church	Station 35	Drawn By JEC	Checked By CJA
811 Know what's below. Call before you dig.				Professional Engineer No. 328	Professional Surveyor No. 118127	Professional Planner No. 118127	Professional Engineer No. 118127

9589 0710 5270 2985 3157 87
9589 0710 5270 2985 3158 62
9589 0710 5270 2985 3158 55

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

OFFICIAL USE

Certified Mail Fee	\$4.85
Extra Services & Fees (check box, add fee as appropriate)	\$0.00
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
Postage	\$0.73
Total Postage and Fees	\$5.58

Sent To

Street and Apt. No., or PO Box No.
3321 Peabody Drive

City, State, ZIP+4®
Jonesboro AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Postmark Here
JUN 02 2025
JONESBORO, AR 72401

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

OFFICIAL USE

Certified Mail Fee	\$4.85
Extra Services & Fees (check box, add fee as appropriate)	\$0.00
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
Postage	\$0.73
Total Postage and Fees	\$5.58

Sent To

Street and Apt. No., or PO Box No.
Allied Small Engines
3022 Peabody Drive

City, State, ZIP+4®
Jonesboro AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Postmark Here
JUN 02 2025
JONESBORO, AR 72401

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

OFFICIAL USE

Certified Mail Fee	\$4.85
Extra Services & Fees (check box, add fee as appropriate)	\$0.00
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
Postage	\$0.73
Total Postage and Fees	\$5.58

Sent To

Street and Apt. No., or PO Box No.
Fletcher Lodge
3314 Stadium Blvd

City, State, ZIP+4®
Jonesboro AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Postmark Here
JUN 02 2025
JONESBORO, AR 72401

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

OFFICIAL USE

Certified Mail Fee	\$4.85
Extra Services & Fees (check box, add fee as appropriate)	\$0.00
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
Postage	\$0.73
Total Postage and Fees	\$5.58

Sent To

Street and Apt. No., or PO Box No.
3321 Peabody Drive

City, State, ZIP+4®
Jonesboro AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Postmark Here
JUN 02 2025
JONESBORO, AR 72401

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

OFFICIAL USE

Certified Mail Fee	\$4.85
Extra Services & Fees (check box, add fee as appropriate)	\$0.00
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
Postage	\$0.73
Total Postage and Fees	\$5.58

Sent To

Street and Apt. No., or PO Box No.
3030 Peabody

City, State, ZIP+4®
Jonesboro AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Postmark Here
JUN 02 2025
JONESBORO, AR 72401

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

OFFICIAL USE

Certified Mail Fee	\$4.85
Extra Services & Fees (check box, add fee as appropriate)	\$0.00
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
Postage	\$0.73
Total Postage and Fees	\$5.58

Sent To

Street and Apt. No., or PO Box No.
System Services
3026 Peabody Drive

City, State, ZIP+4®
Jonesboro AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Postmark Here
JUN 02 2025
JONESBORO, AR 72401

9589 0710 5270 2985 3157 32

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.

3305 Derby Dr
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3157 63

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.

3313 Derby Dr
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3157 70

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.

3317 Derby Dr
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3158 48

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.

3317 Derby Drive
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3157 49

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.

3301 Derby Dr
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3157 56

U.S. Postal ServiceTM
CERTIFIED MAIL[®] RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.

3309 Derby Dr
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3158 00

U.S. Postal ServiceTM
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.
3401 Derby Drive
City, State, ZIP+4®
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3158 17

U.S. Postal ServiceTM
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.
3409 Derby Drive
City, State, ZIP+4®
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3158 31

U.S. Postal ServiceTM
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.
3413 Derby Drive
City, State, ZIP+4®
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



9589 0710 5270 2985 3158 24

U.S. Postal ServiceTM
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Jonesboro, AR 72404

Certified Mail Fee \$4.85
\$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

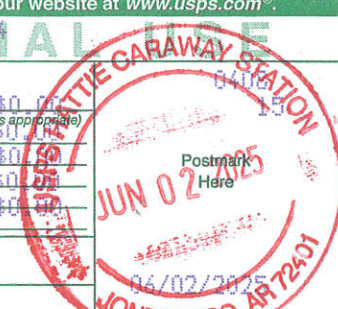
Postage \$0.73

Total Postage and Fees \$5.58

Sent To

Street and Apt. No., or PO Box No.
3409 Derby Drive
City, State, ZIP+4®
Jonesboro, AR 72404

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions





Zoning Appeals Process

BZA ADJOINING PROPERTY OWNER NOTIFICATION

The Board of Zoning Adjustment, City of Jonesboro, Arkansas, will hold a public hearing at the City of Jonesboro Municipal Center, 300 S. Church St., Council Chambers, 1st Floor, Jonesboro, Arkansas, on:

TUESDAY, JUNE 17, 2025 AT 1:30 P.M.

One item on the agenda for this meeting is a request to the Board to approve a variance to the zoning ordinance concerning property that is adjacent to your property. You have the opportunity to attend this meeting to voice your approval or disapproval if you wish. If you have information that you feel should be taken into consideration before a decision is rendered, you are encouraged to submit such information to the Board. If the Board renders a decision you feel is unfair or unjust, you may appeal the decision to Circuit Court.

VARIANCE REQUESTED BY: Sanctuary Church of Jonesboro, Inc.

DATE: JUNE 2, 2025

SUBJECT PROPERTY ADDRESS: 3119 Rook Road Jonesboro, AR 72404

DESCRIPTION OF VARIANCE REQUESTED:

Sanctuary Church is requesting a variance to allow the use of a chat-covered area adjacent to our existing parking lot for church events and gathering space. This area is not used for regular vehicle parking.

In affixing my signature below, I am acknowledging my understanding of this request for an appeal or variance. I further understand that my signature only indicates my receipt of notification of the request for an appeal or variance and does not imply an approval by me or the proposed variance or appeal, unless so written by me to the Board.

Printed Name of Property Adjacent Owner

(Signature)

Date

Address

Phone

If you would like to obtain additional information, or voice an opinion regarding this request, you may do so by contacting the Planning Department, at 300 S. Church St., or by calling 870-932-0406, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.