

**PLANNING COMMISSION  
MINUTES  
January 5, 2023 @ 5:30 p.m.**

The Planning Commission held a meeting on Thursday November 29, 2022, at 5:30 p.m. in City Hall Council Chambers.

**Commissioners Present**

Wendell Miller, Chairperson  
Don Jacimore, Vice-Chairperson  
Justin Cothren, Secretary  
Larry Smith  
Eric Westcott, City Council Liaison  
Cody Black  
Cheryl Monfee  
Luke Duffield

**Commissioners Absent**

John Choate  
Shirley Hatley

**Visitors:** City Planner Sara Jondahl, Planner I Victoria Marchant,

**Welcome Visitors**

**The First Order of Business** is a request to review and approve the minutes of the Planning Commission Meeting November 29, 2022.

**The Second Order of Business is REQUEST TO WITHDRAW BY APPLICANT** Special Use Permit to allow an Automobile Wrecking, Salvage or Junkyard, located at 4320 E Main St. Submitted by Tina Estep on behalf of Roy Chisum. (SPUP-0922-000276)

City Planner Jondahl stated that under the 2022 Zoning Code, the applicant was unable to move forward so they were planning to wait for the 2023 Zoning Code, but they decided to not move forward at that location. She stated that they are requesting to withdraw that application.

Commissioner Black made a motion to approve. The motion was seconded by Commissioner Smith and passed unanimously.

**The Third Order of Business** Election of Officers for 2023.

- a. Chairman
- b. Vice Chairman
- c. Secretary

Commissioner Smith made a motion to re-elect the officers for 2023 as presented. The motion was seconded by Commissioner Black and passed unanimously.

**The Fourth Order of Business** Large Scale Development located at 5177 US Highway 64 West. Submitted by Barrett & Associates on behalf of Farm Credit Services of Western Arkansas, ACA. (LSDV-1222-000315)

City Planner Jondahl stated that the computer was not connected to the projector so the commissioners would have to follow along on their staff reports.

City Planner Jondahl stated that this is a large-scale development for the new farm credit training facility. She stated that it is located on 10 acres at the intersection of W Main, Parkway Drive, and Lakefront. She stated that it was on the vacant property. City Planner Jondahl stated that this property is zoned C-4 for neighborhood and quiet business. She stated that it is situated by Lake Dardanelle, West Main, and it is adjacent to the Union Pacific Railroad. City Planner Jondahl stated that properties south of the Railroad are zoned R-2 meaning medium density residential and R-1 single family residential. She stated that the property is approximately 10 acres and generally slopes towards the lake. City Planner Jondahl stated that the large-scale development is due to the size of the building and the size of the property. She stated that they are proposing to build an office and training facility meeting all setback requirements, commercial building design requirements, and they are proposing landscape. She stated that she would show the landscaping to the commissioners but she cannot. City Planner Jondahl stated that the Board of Adjustment just approved their variance to not build the sidewalks along Parkway Drive that is ArDOT property and a reduction in the parking requirement.

Staff recommends approval based on the findings below:

1. The applicant demonstrates compliance with Article 2.1.2 and 3.2.0 of the 2022 Zoning Code; and
2. That variances for the parking and sidewalk were approved by the Board of Adjustment; and
3. That the applicant demonstrates compliance with the regulations within section seven of the Land-Subdivision Development Code.

Commissioner Choate asked if the Highway came off of Highway 64. City Planner Jondahl confirmed that it did. She stated that Farm Credit had already been meeting with ArDOT trying to work out some of the parameters with that driveway so that it is far enough away from the intersection that it is workable for both ArDOT and Farm Credit.

Commissioner Smith asked if people would have to go towards London and the go and turn back to the facility. City Planner Jondahl stated that no, she believes they are going to have a left turn that cuts across. She stated that David Garza will give them the updated ArDOT requirements.

City Planner Jondahl stated that this building, if they could see her presentation, does look like a very nice office and training facility.

Commissioner Miller stated that he cannot think of a better way to enter town. He stated that it would be very nice to see that on your way into town.

David Garza stated that as of this morning, Tammy with the Highway Department and the construction manager went out there and they were asking them to look at the driveway, and what they determined was that the driveway is going to move closer to the lake on the very end of the property which gives it more room. He stated that they said that would be a safe place to put it for right-out and left-out as well. So it gets it further away from that little point.

Commissioner Smith asked if going out towards London when you get to the light will you be able to turn left crossing over merging traffic. Mr. Garza confirmed that you would. Mr. Garza stated that at that point it is widened because there is a flare, so you pull over into the flare and then you can turn in.

Commissioner Smith made a motion to approve. The motion was seconded by Commissioner Jacimore and passed with five votes. Commissioner Black elected to abstain.

**The Fifth Order of Business** Special Use Permit to allow a Convenience Store with Fuel Sales in a C-2/C-4, located at 1600 S Elmira Ave. Submitted by Grant Jaax on behalf of Taylor Mercantile AR3, LLC. (SPUP-1222-000319)

City Planner Jondahl stated that she is sure the Commission is aware of the gas station convenience store on 16th and Elmira. She stated that they are in the process of being purchased by the SQRL gas station. City Planner Jondahl stated that they have already done renovations and remodeling of that structure and property, and in the process of gathering documents they have found that it's a non-conforming use because it has never been issued a special use permit. She stated that this application and the next application which again is for SQRL gas stations just at a different location are both being heard tonight so that they can have their Special Use Permit issued for financing purposes. City Planner Jondahl stated that this is C-4 and C-2 zone— it is split down the property—at the corner of 16th and Elmira. She stated that properties to the north are industrial, properties to the south are residential, and properties to the west are commercial. City Planner Jondahl stated that there is a mixture of industrial, commercial, and residential properties in this area. She stated that it is only permitted by a Special Use Permit. She stated that site plan review and commercial building design requirements appear to be met. City Planner Jondahl stated that this is not a new construction, so there is no requirement for sidewalks although sidewalks do exist along 16th street. She stated that the parking appears to be met.

Staff recommends approval based on the findings below:

1. The applicant demonstrates compliance with the regulations of Article 2.1.0, Article III, and Article VI of the 2022 Russellville Zoning Code; and
2. The proposed use is in line with adjacent uses in this district; and
3. Its existing traffic routes are constructed in such a way as to handle this business.

Commissioner Jacimore made a motion to approve as presented. The motion was seconded by Commissioner Monfee and passed unanimously.

**The Fifth Order of Business** Special Use Permit to allow a Convenience Store with Fuel Sales in a C-2, located at 1100 N Arkansas Ave. Submitted by Grant Jaax on behalf of Taylor Mercantile AR3, LLC. (SPUP-1222-000318)

City Planner Jondahl stated that the only difference with this location is that the adjacent properties do not consist of industrial properties but are surrounded by residential and commercial properties. The properties to the east are medium high density residential. She stated that everything appears to be met except that there are no sidewalks, but they are not required since this is an existing structure.

Staff recommends approval based on the findings below:

4. The applicant demonstrates compliance with the regulations of Article 2.1.0, Article III, and Article VI of the 2022 Russellville Zoning Code; and
5. The proposed use is in line with adjacent uses in this district; and
6. Its existing traffic routes are constructed in such a way as to handle this business.

Commissioner Black made a motion to approve. The motion was seconded by Commissioner Jacimore and passed unanimously.

**The Sixth Order of Business** Consideration of appointment to the Board of Adjustment. Josh Stroud recommended.

Chairman Miller stated that when he joined the Board of Adjustment, the Chairman had been Blake Tarpley who had been elected to the Quorum Court, so he is no longer eligible to serve on the Board of Adjustment. He stated that Josh Stroud had been nominated by Mayor Teague to replace him. Chairman Miller stated that this requires a vote from the Planning Commission.

A motion was made to approve the Mayor's recommendation. The motion was seconded and passed unanimously.

Meeting Adjourned

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